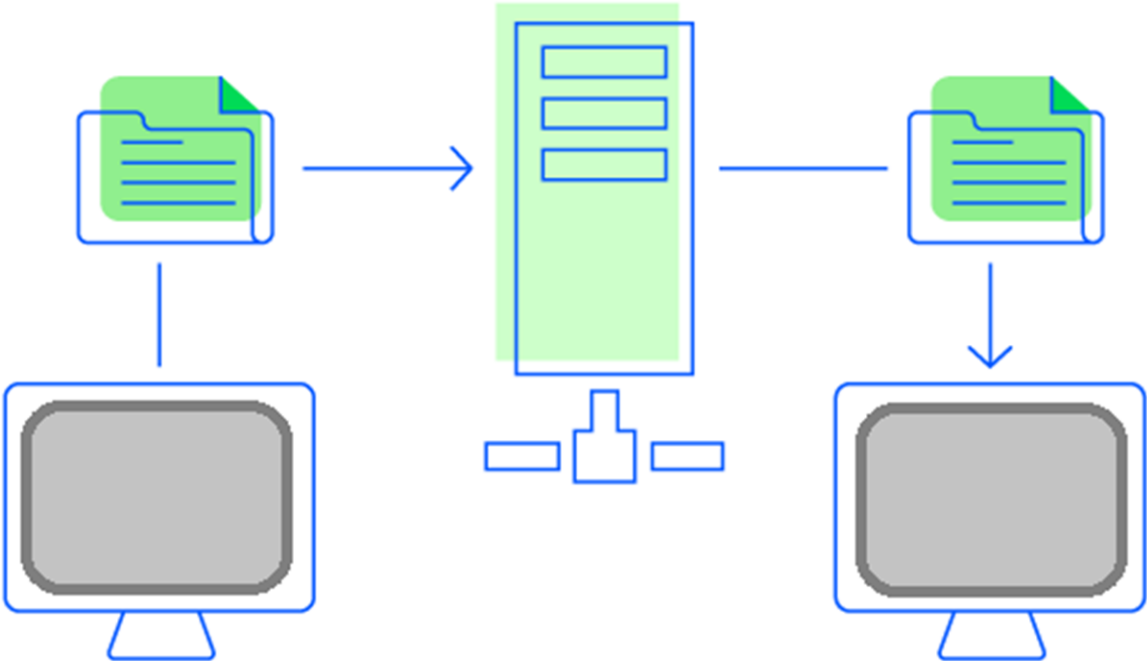


Navigate SFTP User Guide

Version 2 June 2024





1 Introduction

This document provides information on how to set up SFTP access for uploading and downloading Motor Insurance Policy Data files to Navigate.

2 SFTP User Access and Site Set up

To request SFTP credentials for Customer Verification Testing (CVT), complete this form: [Navigate Test SFTP Credentials Form](#).

To make a change to existing live credentials or to request a new SFTP account for the production environment, please complete this form: [Navigate Live SFTP Credentials Form](#)

Please note you will need separate accounts for CVT and production.

Once you have completed the relevant form, you will need to raise a ticket via our [Contact Us Form](#) or if you have a Navigate Portal account, you can click the “Help” button when logged in and select “Contact Support” which will generate a request for MIB

Once an account is created, you will receive the username by email. This can be used along with your private SSH Key and the endpoint to connect.

3 How to generate an SSH Key

If you are unfamiliar with generating SSH keys here is an example using PuTTY; other tools are available such as ssh-keygen.

3.1 Creating SSH keys with PuTTYgen

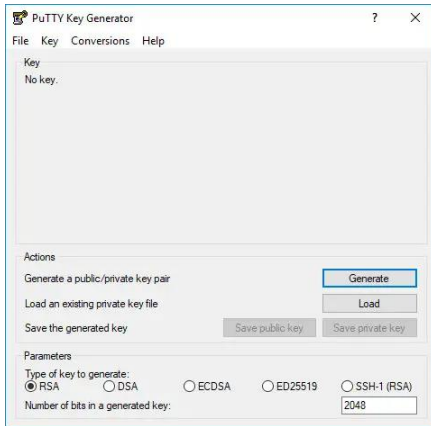
To generate an SSH key pair on Windows using PuTTYgen, perform the following steps:

1. Launch PuTTYgen by double-clicking on its “.exe” file or by going to the Windows Start menu → PuTTY (64-bit) → PuTTYgen.

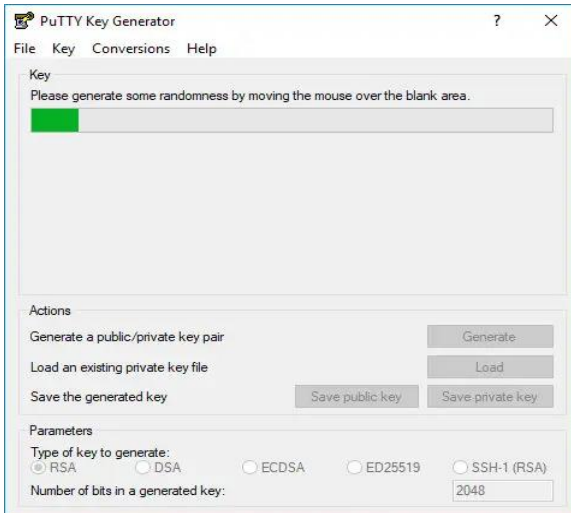
In the “Parameters” block leave the default key type as RSA. In the “Number of bits in a generated key” field leave the default value 2048, which is sufficient for most use cases.



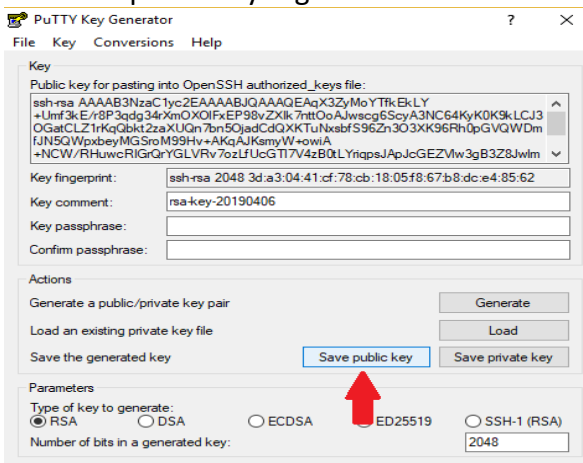
2. Click the “Generate” button to start the process of generating the new key pair.



3. You will be asked to move your mouse over the blank area of the Key section to generate some randomness. As you move the pointer, the green progress bar will advance. This should take a few seconds.



4. Once the public key is generated it will be displayed in the “Key” block.





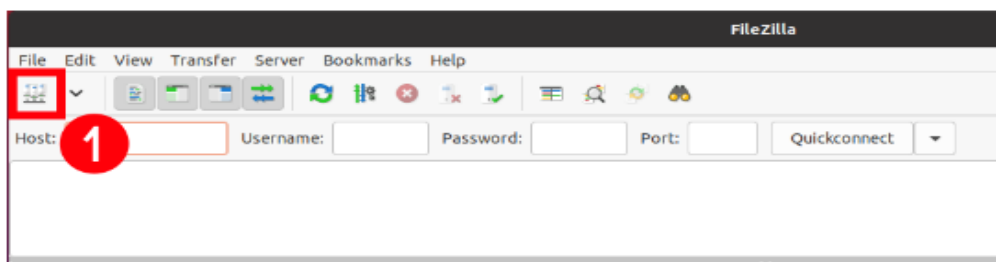
5. Save the **public key** by clicking the “Save **public key**” button. You can save the file in any directory as “.pub” file (Putty public key)
6. Save the **private key** by clicking the “**Save private key**” button. You can save the file in any directory as a “.ppk” file (PuTTY Private Key)
7. Right-click in the text field “Public key for pasting into OpenSSH authorized keys file” (see green circle above) and select all characters by clicking “Select all”. Open a text editor, paste the characters, and save it.

4 SFTP Client (replacement for STS portal)

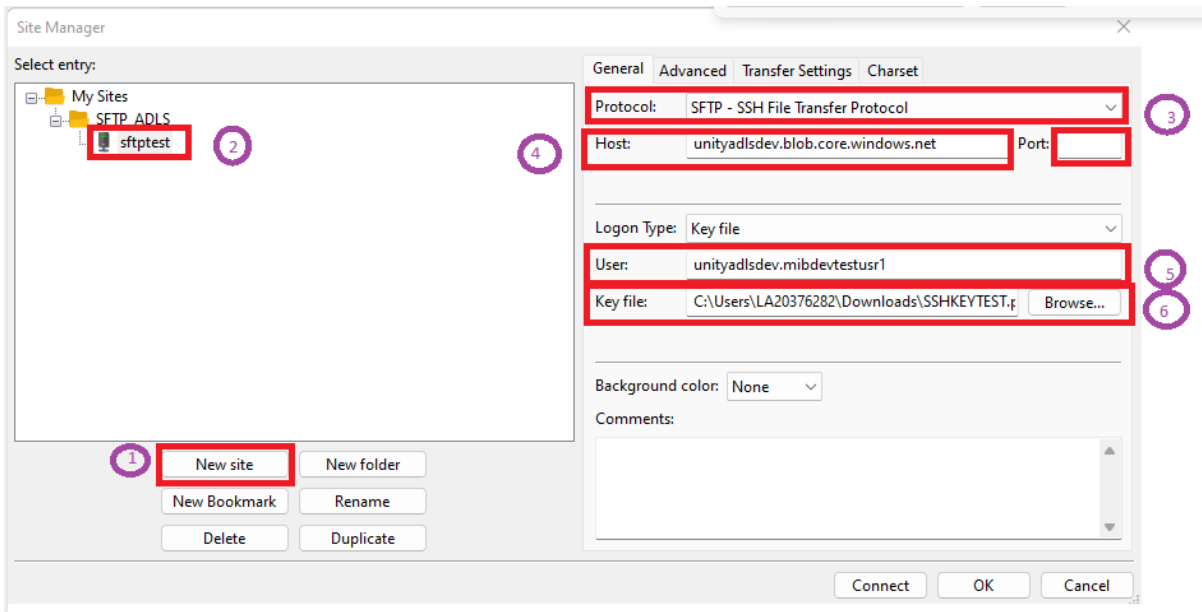
If you are not planning to use a command line for SFTP and previously used the STS Portal this section might be of interest. STS portal will be migrated to using an SFTP client, in the example we will explain how to set up Filezilla (but other clients are available).

4.1 Setup FileZilla client

1. Open the FileZilla Site Manager by clicking the top left icon in the menu bar.



2. A popup will appear for you to create a new profile. Click on the New Site button and give the new site connection name.
3. At the right-side panel, enter the following information:
 - Protocol: This is a drop-down section. Select the SFTP – SSH File Transfer Protocol option.
 - Host: Enter host name
 - Port: 22
 - Logon Type: Select Key file from the drop-down menu.
 - User: Enter username.
 - Key file: Click on the Browse button and select your private key file.
4. Press the Connect button, and it will save these settings and connect FileZilla to the SFTP server.



5. Once connected you will see the below folder structure to upload or download files.

5 Folder structure and file name

The root folder contains the following sub-folders.

/from_xpn

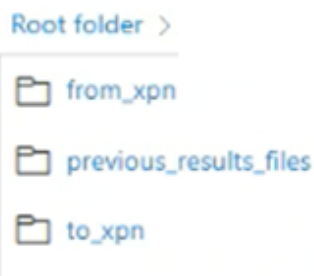
- Used to collect the most recent results file

/previous_results_files

- Used to retrieve results files from the last 40 days. The file name will be appended with a date time stamp.

/to_xpn

- Used to upload files





6 Transmitting Files

The endpoints for Navigate are:

- Test: **sftp-cvt-navigate.mibtest.org.uk**
- Live: **sftp.navigate.mib.org.uk**

If you are using an RSA key type and using a command line, then you will need to use the relevant syntax when connecting to Azure.

Please check your SFTP client documentation for the specific syntax.

Examples would be as follows:

Linux OpenSSH: **sftp -i <path to private key> <full user name>@<Navigate endpoint>**

Windows SFTP: **sftp -o <path to private key> <full user name>@<Navigate endpoint>**

All information on supported clients and algorithms are included on Microsoft's Azure website [here](#).

7 Firewall changes

You might need to open your firewall to access our SFTP site.