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Manual Two Factor Authentication

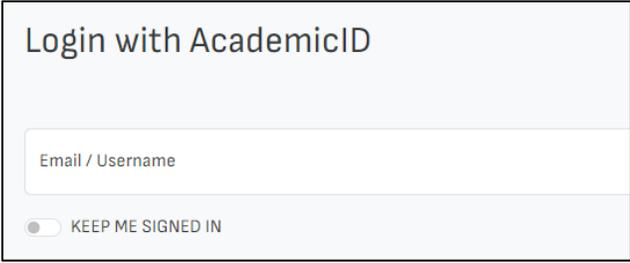
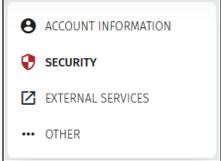
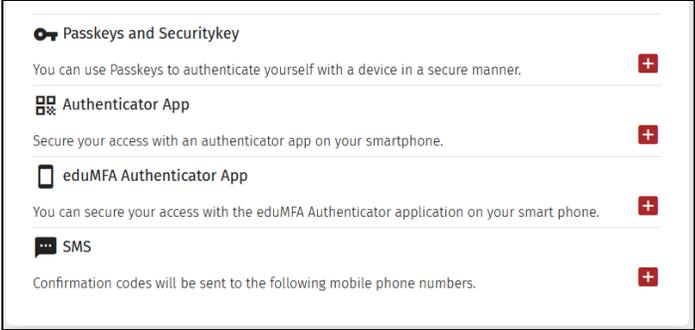
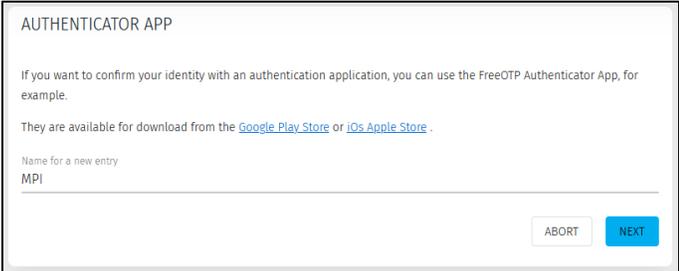
In this manual we use the ***privacyIdea Authenticator App***, you need to download and install this app on your mobile via the following link/QR code.

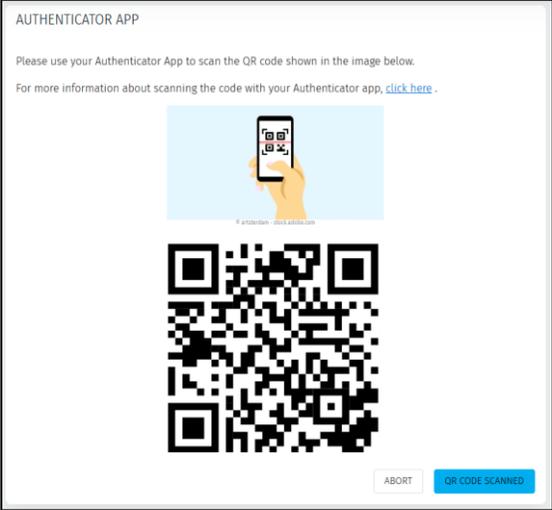
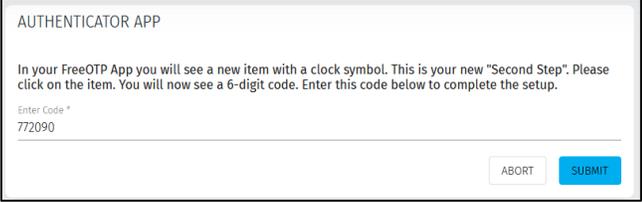
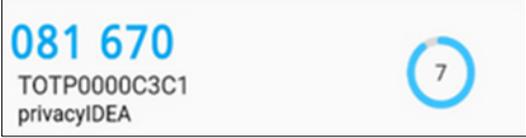
Download

<p>Google Play store or scan the QR with your mobile.</p>	
<p>Apple App store or scan the QR with your mobile.</p>	

Once the Authenticator app is installed on your mobile, the two-factor authentication can be enabled. You do this on your computer. Your mobile is needed to scan a QR code.

OTP Token

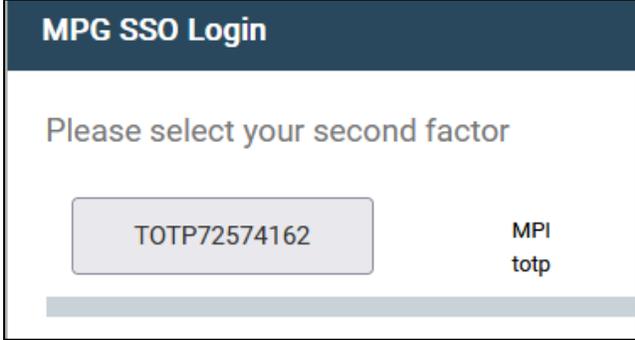
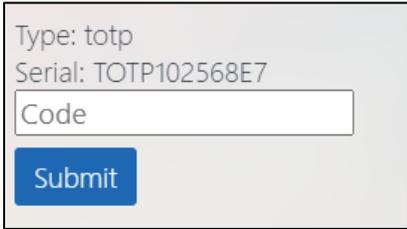
<p>Go to https://id.academiccloud.de/security and login with your MPI credentials (your email address and your password). Follow the next steps.</p>	
<p>Go to SECURITY (at the left)</p>	
<ul style="list-style-type: none"> • Click <i>Advanced Options</i> (right bottom) • Choose Authenticator App by selecting the '+' 	
<p>Provide a description for your (specific) mobile device (e.g. device name or smartphone model):</p> <ul style="list-style-type: none"> • Click NEXT 	

<p>Once the OTP token has been generated, it is displayed as a QR code.</p> <p>Scan this QR with the Authenticator app on your mobile .</p> <p>When done:</p> <ul style="list-style-type: none"> • Click QR CODE SCANNED 	 <p>AUTHENTICATOR APP</p> <p>Please use your Authenticator App to scan the QR code shown in the image below.</p> <p>For more information about scanning the code with your Authenticator app, click here .</p> <p><i>the scan button (here: blue) on your mobile</i></p> 
<p>To activate this token, a code generated by the app must be entered: this is a 6-digit number (no space!). Enter this and SUBMIT.</p> <p>(the 6-digit will refresh every 30 seconds with a new 6-digit number,)</p>	 <p><i>the 6-digit number on your mobile</i></p>  <p>AUTHENTICATOR APP</p> <p>In your FreeOTP App you will see a new item with a clock symbol. This is your new "Second Step". Please click on the item. You will now see a 6-digit code. Enter this code below to complete the setup.</p> <p>Enter Code * 772090</p> <p>ABORT SUBMIT</p>
<p>To confirm your identity another 6-digit number is asked. <u>Wait 30 seconds</u> for the new 6-digit number. Enter this and SUBMIT.</p>	

	<div data-bbox="732 195 1338 390"><p>Confirm identity</p><p>For the next step, you will need to verify your identity. Open your Authenticator app and tap the entry for academiccloud.de. Then enter the code in the box below.</p><p>Enter Code *</p><p>ABORT SUBMIT</p></div>
<p>Finally a recovery token is automatically downloaded:</p> <ul style="list-style-type: none">• click CONTINUE	<div data-bbox="732 464 1417 621"><p>Backup code</p><p>This is your Backup code, keep it safe. Click "Continue", once it is safely stored.</p><p>CONTINUE</p></div>
<p>The recovery token filename is: <i>recovery-token.pdf</i> and can be found in your Download folder. Print this and store it in a save place.</p>	
<p>You now have successfully added a Authentication token (TOTP).</p>	<div data-bbox="732 804 1417 951"><p> Authenticator App</p><p>Secure your access with an authenticator app on your smartphone. </p><p> MPI</p></div>

Usage

Websites

<p>After successfully setting up the 2FA, a second factor is now required. There is no option to circumvent this!</p> <p>You can test this on https://max.mpg.de</p> <p>Select our Institute, login with your credentials. A screen appears and the second factor is asked.</p> <p>Open the Authenticator app on your phone.</p>	
<ul style="list-style-type: none"> Type the 6-digit code (no space!) generated by the corresponding app and click on "Submit" (TOTP). 	

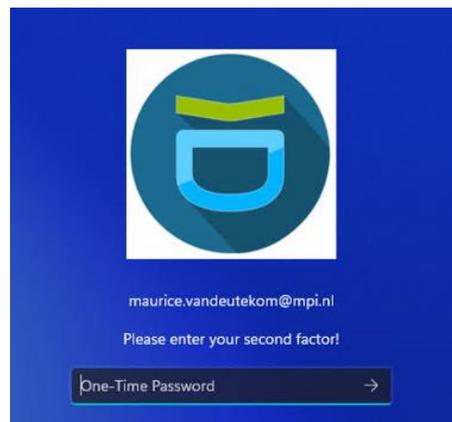
Remote desktop

Important! After the successful creation of your 2FA, it takes some hours before you can use this for your remote desktop session.

Start your remote connection (to your MPI pc or one of the terminal servers).

Use your username (see page 7 how to change this).

Once you are connected, the second factor for 2FA is asked.

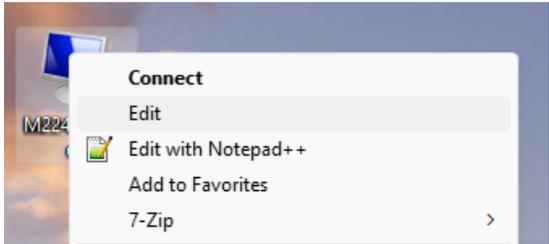
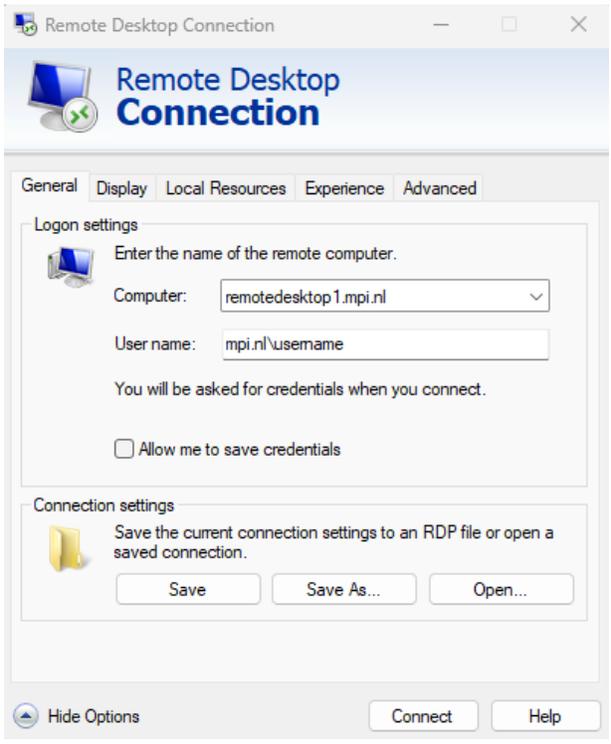


Open the (privacy)IDEA Authenticator app on your mobile.

Type the 6-digit code (no space!) generated by the app and press Enter (TOTP token)

When successful: you are ready to work remotely!

How to edit your Remote Desktop file

<ul style="list-style-type: none">• Right click your remote desktop icon.• Select Edit.	
<ul style="list-style-type: none">• Under User name change your username. The syntax is: mpi.nl\username (= your short username)• When done Save to save the RDP file. <p>Now you can use RDP file with your correct username to connect to your computer or to Remotedesktop 1 / 2.</p>	

SSH

Start a ssh session. After you type your password, the 2FA prompt (PrivacyIDEA) will appear:

```
Password:  
PrivacyIDEA:
```

Open the (privacyIDEA) Authenticator app on your mobile.

Type the 6-digit code (no space!) generated by the app and press Enter (TOTP token)

Reset your token

When your Authenticator app is not available anymore (f.e. your phone is stolen).

You can reset all your tokens, for this you need the *recovery-token.pdf* you downloaded (and printed).

<p>Go to https://id.academiccloud.de/security and login with your MPI credentials (your email address and your password).</p>	
<p>Click the Reset MFA</p>	
<p>A new page appears (RESET ALL SECOND FACTORS). Take your <i>recovery-token.pdf</i> document.</p> <p>Fill in the data of this document.</p> <ul style="list-style-type: none">• UserId/Username (<u>not</u> your email!)• Password• RecoveryCode/ Recovery token <p>After this your tokens are gone and you can create new tokens.</p>	