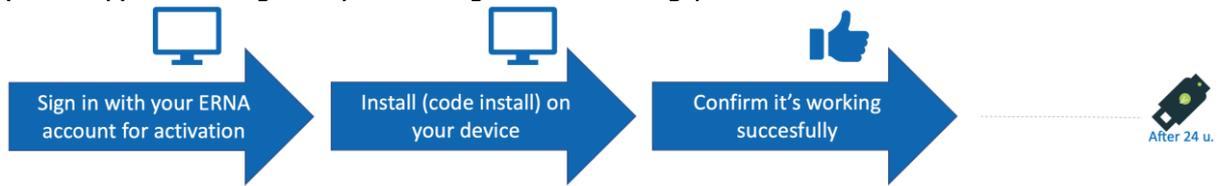


## Manual for installing the Yubico USB MFA key and App

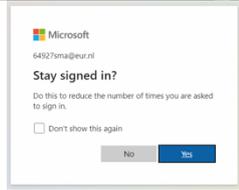
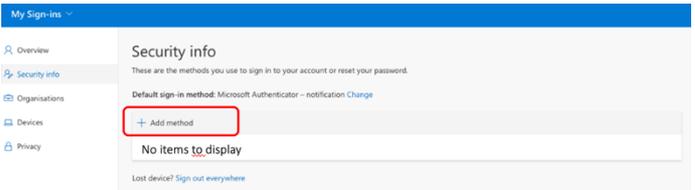
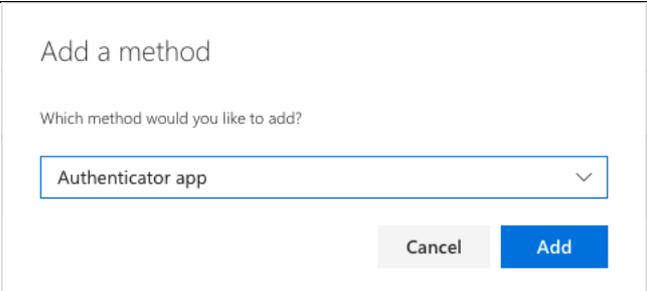
For this installation of an MFA device, you need a computer and a Yubico USB-key (Yubikey). We will guide you through the following process:

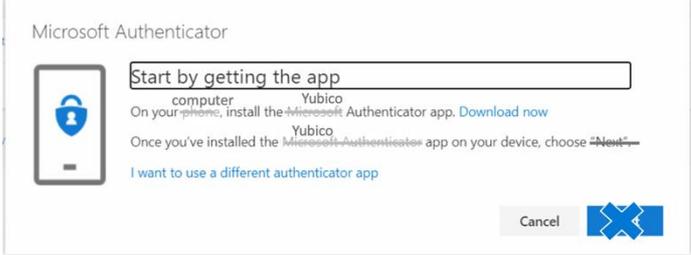
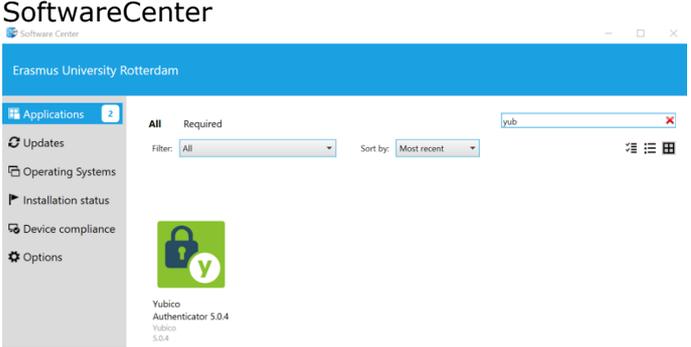
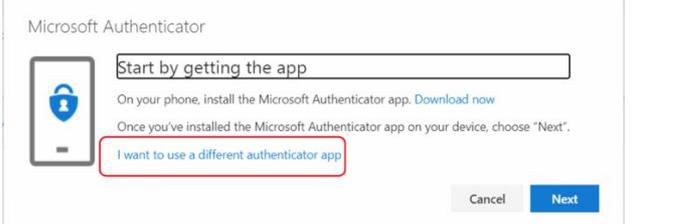
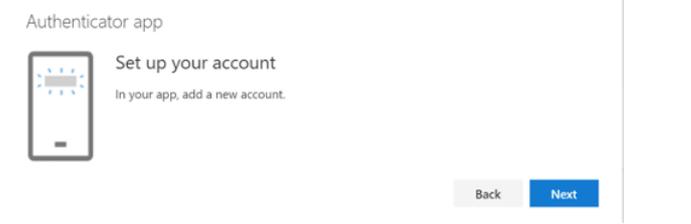


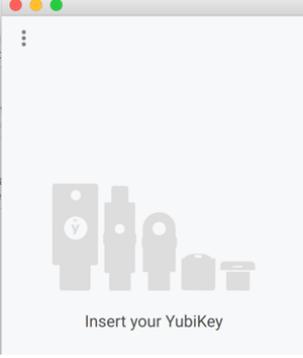
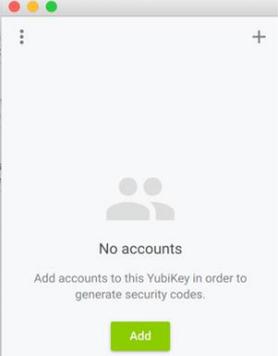
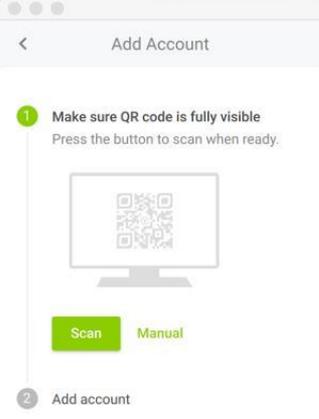
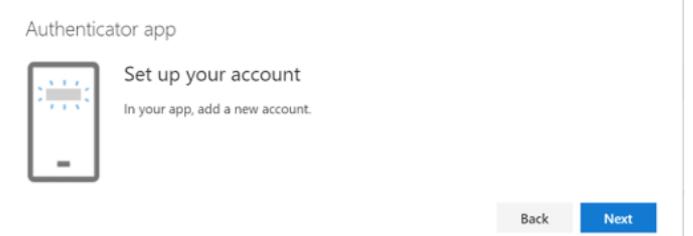
Follow the steps below to install the Yubico Authenticator and USB-key on your computer that is required to use MFA at the EUR.

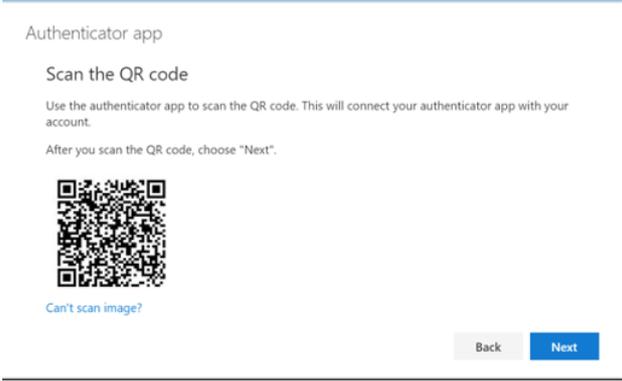
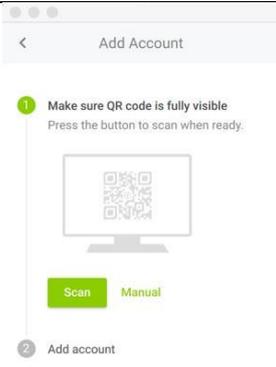
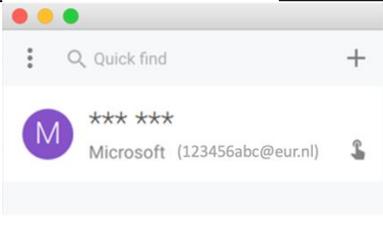
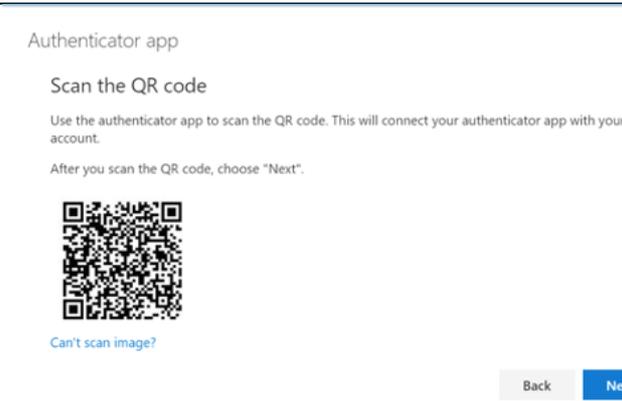
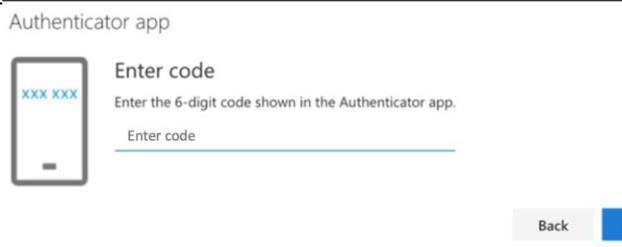
### Important tips in advance for success:

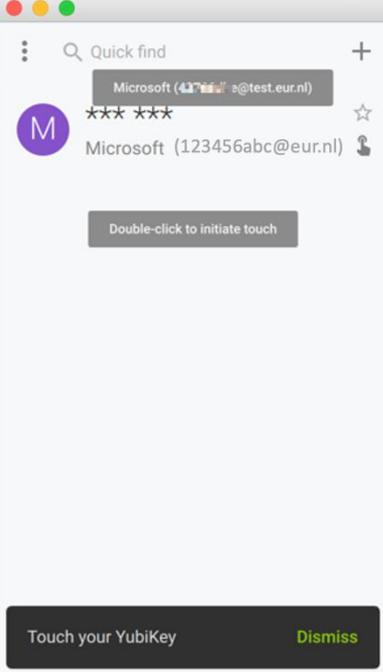
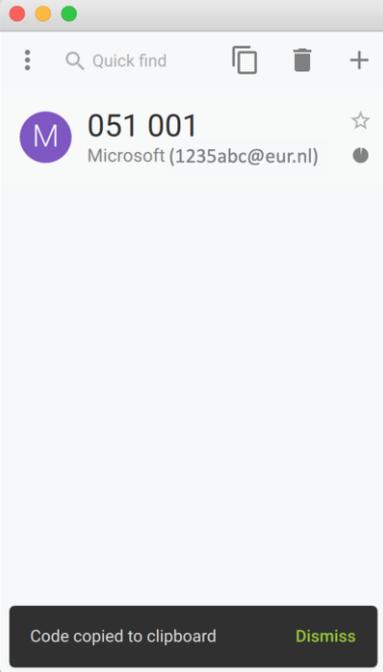
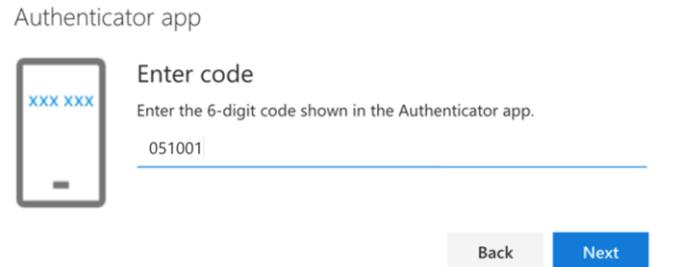
- Complete the procedure in the manual until the last step.
- The procedure should be executed in one smooth flow. If, in case of an error message in a red box, follow the recovery-instructions.
- If the installation in this manual is completed successful, MFA will be activated automatically the next 24 hours: please be patient one more day!

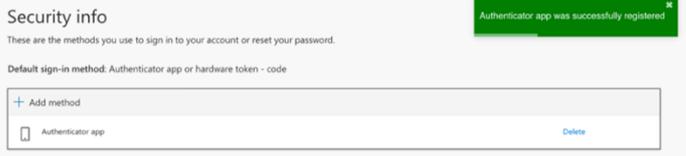
	<p>1. In your computer's internet browser, go to the next Microsoft portal:</p> <p><a href="https://mysignins.microsoft.com/security-info">https://mysignins.microsoft.com/security-info</a></p> <p>Log in with your ERNA-id (12345abc@eur.nl).</p>	  <p>Optional: &gt;&gt;</p>
	<p>2. Next screen presents all MFA methods you have registered voor authentication.</p> <p>Select 'Add method'.</p>	
	<p>3. Select 'Authenticator app' and 'Add'.</p>	

	<p>4. The next screen appears.</p> <p>Just <u>leave it like this</u> for now.</p> <p>We will <b>not</b> download Microsoft Authenticator app but will install the Yubico authenticator software on your computer.</p>	 <p>Microsoft Authenticator</p> <p>Start by getting the app</p> <p>On your phone, install the Microsoft Authenticator app. <a href="#">Download now</a></p> <p>Once you've installed the Microsoft Authenticator app on your device, choose "Next".</p> <p><a href="#">I want to use a different authenticator app</a></p> <p>Cancel </p>
  	<p>5. Search via your computer for the Yubico software:</p> <p>On a managed @wEURk workstation:</p> <ul style="list-style-type: none"> <li>- Search in SoftwareCenter for 'Yubico' software.</li> </ul> <p>On your own device (byod):</p> <ul style="list-style-type: none"> <li>- Select the software on <a href="https://www.yubico.com/products/services-software/download/yubico-authenticator/#download_here">https://www.yubico.com/products/services-software/download/yubico-authenticator/#download_here</a></li> </ul> <p>Install the software on your computer.</p>	 <p>SoftwareCenter</p> <p>Erasmus University Rotterdam</p> <p>Applications</p> <p>Filter: All Required Sort by: Most recent</p> <p>yub</p> <p>Yubico Authenticator 5.0.4</p> <p>Yubico 5.0.4</p> <p>Yubico.com</p> <p>Download Yubico Authenticator</p> <p>Desktop Yubico Authenticator</p> <p>Use the Yubico Authenticator for Desktop on your Windows, Mac, or Linux computers to generate OATH credentials on your YubiKeys.</p> <ul style="list-style-type: none"> <li>Linux <ul style="list-style-type: none"> <li>Download directly here</li> <li>Download from Linux Snap store</li> </ul> </li> <li>macOS <ul style="list-style-type: none"> <li>Download directly here</li> <li>Download from macOS AppStore</li> </ul> </li> <li>Microsoft Windows <ul style="list-style-type: none"> <li>Download directly here (32-bit)</li> <li>Download directly here (64-bit)</li> <li>Download from Microsoft app store</li> </ul> </li> </ul> <p>Note: To install the app via the Microsoft Store, Windows 10 version 2004 is required.</p> <p>Mobile Yubico Authenticator</p> <p>Use the Yubico Authenticator for Android and iOS, including secure tap-and-go authentication for NFC-enabled mobile devices.</p> <ul style="list-style-type: none"> <li>Android Download (on Google Play)</li> <li>iOS Download (on Apple Store)</li> </ul>
	<p>6. Let's continue after the software is installed.</p> <p>Return to the Microsoft portal and select 'I want to use a different authenticator app'.</p>	 <p>Microsoft Authenticator</p> <p>Start by getting the app</p> <p>On your phone, install the Microsoft Authenticator app. <a href="#">Download now</a></p> <p>Once you've installed the Microsoft Authenticator app on your device, choose "Next".</p> <p><a href="#">I want to use a different authenticator app</a></p> <p>Cancel <a href="#">Next</a></p>
	<p>7. We will now configure your account for the Yubikey Authenticator application in the next steps.</p> <p>Just leave your screen like this for a while and go to the next step.</p>	 <p>Authenticator app</p> <p>Set up your account</p> <p>In your app, add a new account.</p> <p>Back <a href="#">Next</a></p>

	<p>8. Now start the Yubico authenticator application on your computer</p> <p>Insert your Yubikey in a USB port as requested. It is possible that you're requested for permission to scan a QR code from your screen (in a while) or enter it manually via your keyboard.</p>	
	<p>9. The screen with installed accounts is presented. Automatically after inserting the Yubikey.</p> <p>Select 'Add' or the plus-sign to add an account.</p>	
	<p>10. The Yubico authenticator is now ready for reading a QR code.</p> <p>Now, return to you're the Microsoft portal and leave this Yubico authenticator screen for a while.</p>	
	<p>11. This screen was still open in the Microsoft portal.</p> <p>To fetch your settings in a QR code, now select:</p> <p>'Next'</p>	

	<p>12. The QR code that will be presented contains account settings for the Yubikey authenticator application.</p> <p>Just leave the computer-screen like this for a while and go to the next step.</p> <p>Note: Make sure the QR code remains fully visible during these next steps (and will not be hidden behind other windows).</p>	 <p>Authenticator app</p> <p>Scan the QR code</p> <p>Use the authenticator app to scan the QR code. This will connect your authenticator app with your account.</p> <p>After you scan the QR code, choose "Next".</p> <p>Can't scan image?</p> <p>Back Next</p>
	<p>13. Return to the Yubico authenticator application and also check if the QR code is still visible on the screen.</p> <p>Select: "Scan"</p>	 <p>Add Account</p> <p>1 Make sure QR code is fully visible</p> <p>Press the button to scan when ready.</p> <p>Scan Manual</p> <p>2 Add account</p>
	<p>14. The account is now added to the Yubikey authenticator application.</p> <p>Continue with the next steps to finish your registration.</p>	 <p>Quick find</p> <p>M *** **</p> <p>Microsoft (123456abc@eur.nl)</p>
	<p>15. Now your Yubikey authenticator application is configured for MFA it will be verified with one first MFA-confirmation.</p> <p>In the Microsoft portal that is still opened, select 'Next'.</p>	 <p>Authenticator app</p> <p>Scan the QR code</p> <p>Use the authenticator app to scan the QR code. This will connect your authenticator app with your account.</p> <p>After you scan the QR code, choose "Next".</p> <p>Can't scan image?</p> <p>Back Next</p>
	<p>16. Now the Microsoft portal asks to enter a 6-digit code. De code needs to be entered before the timer stops.</p>	 <p>Authenticator app</p> <p>Enter code</p> <p>Enter the 6-digit code shown in the Authenticator app.</p> <p>Enter code</p> <p>Back Next</p>

	<p>17. Doubleclick on the applicable account in the Yubikey authenticator application.</p> <p>You are asked to touch the key in your computer's USB port. ("Touch your Yubikey").</p>	
	<p>18. Touch the "Y" of your Yubikey authenticator.</p> <p>The presented 6-digit code from your Yubikey is automatically copied to your computer's clipboard.</p>	
	<p>19. Paste the copied 6-digit code in the Microsoft portal before your time limit is exceeded. And select 'Next'.</p>	
	<p>20. The Microsoft portal shows your Yubikey authenticator is registered successfully.</p>	

	<p>21. In the initial overview you will find the Yubico authenticator app and key have been added as an MFA-method for secure login.</p> <p>Now you're finished. MFA will function within 24 hours.</p>	
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- Make sure you always keep one configured ERNA-id in your key. Do not simply delete the installed ERNA-id from your key after installation. Not as long as the EUR requires MFA-confirmation for her services.
- Contact the IT service desk for more information or in case of or problems. You can contact them at 010-4088880 or servicedesk@eur.nl.