

SecuriD

Know IT: How to Setup and Use the RSA SecurID Authenticator App (MFA)

This Know IT procedure describes how to setup and use MFA using the new RSA SecureID Authenticator App

Key Learning Objective:

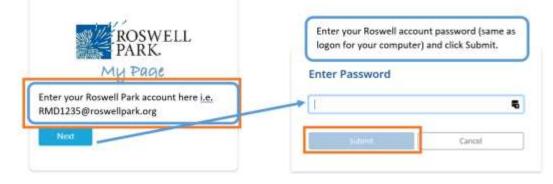
After reading this procedure, you will have setup and be able to use the RSA SecurID Authenticator App & Token:

Here's how:

- 1. On a Roswell managed or BYOD mobile device, open the Roswell Company Portal and search for "SecurID", then install the RSA SecurID app which should look an Android device you will need to open the Roswell Work container to access the Company portal.
- 2. On a Personal mobile device, search for and download the SecurID App from the Apple App Store or Google Play store
 - a. <a>https://play.google.com/store/apps/details?id=com.rsa.securidapp&hl=en_US
 - b. Attps://apps.apple.com/us/app/securid/id318038618



- 3. Preferably, on a computer or another device navigate to <u>https://roswellpark.auth.securid.com/mypage.</u>
- 4. Log in with your Roswell Park account info as accountname@roswellpark.org and password and click Next.



- 5. If your computer is connected to the Roswell, RP_Guest, Personal Device or VPN network, you will be logged in, Skip to Step 8 to register your device.
- 6. If the computer is not connected to the Roswell Network or you are using your computer offsite you may be prompted for additional authentication. Confirm that last 4 digits in phone number are correct, then **Click** [Send OTP].

Get SMS OTP		
You will receive a sta-digit G	TP on your phone.	
+1000005829	1	
Send OTP	Cancel	
Missinge and care rains may upply. A	Assessed Industricy may very a or STOP to sample!	

Note: This requires that your mobile phone number capable of receiving texts is already entered in the Roswell i2 "My RSA On-Demand Token Mobile Number" page. If not, you will not be able to register your device until the number is entered in i2 or with assistance from the IT Service Desk using another method.

7. Enter the six-digit text code you received from your phone.

Enter SMS OT	P	
Enter the six digit OTP	serie to your phone.	
+ LOCEDON TO ME		-
Nexatural COTP		
1000	Cancel	

- 8. Click Get Started to register your device as an authenticator with RSA SecurID Access.
 - Good afternoon

My registered authenticators (0)

Register a mobile device, hardware authenticator, or FIDO Security Key so you can authenticate to access protected applications.



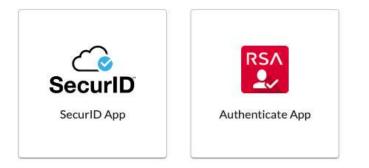
9. Choose the Authenticator to Register which matches the one you have downloaded and installed.

Register an authenticator

To access your applications, you need to register an authenticator

See how it works

Choose an authenticator to register.



10. Follow the instructions to download and install the app to your device if you haven't yet,

(1) Hotal Securit Achier Hotaler age Figure Achier Initiale	Tatal Andreas and Angree Commence
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Cancel	Catest Not

11. Then Click <u>Next</u> to display QR Code page



12. Register your SecurID Authenticator:

~	< Add Cre	dential	
SecuriD			Registration
Welcome to SecuriD.			Scan QR Code
Securit helps you quickly and easily access your organization's protected resources.	L		Type: the Automation spin and has fair Galax
	Or Registration Cade or UR		Or Enter Details De Enter Details De many De consellpant Enterpant De consellpant Enterpant De consellpant
Oct started	Email Address	Point your device	camera at the QR code on the screen
Need help?	Cognicilitation (b	of your computer on this help docur	to link the device. Do not scan the one nent!

- a. If you have trouble with the QR Code method or are doing this process from one device, enter the Organization ID, your accountname@roswellpark.org, & Registration Code information displayed on the browser webpage into the RSA SecurID Authenticate App.
- b. If successful, the device registration should now be complete.

Act Contented		Click Test Now to test your new RSA SecurID Authenticate app token.	
Sector Provide Sector International Internat	Regiverators Samutalat 900 ere medy to autoreticate and across applications. Word by its sure?"Elsek 35st New Society your takes.	Check * Your Denice * for a notification to continue authentication.	Sign-In Request
- converting the second	Down fast Now	Cancel	

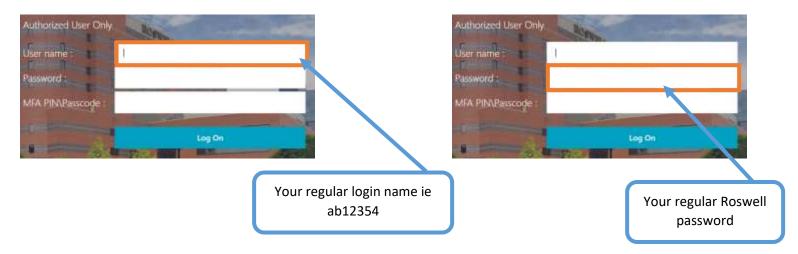
11. Your mobile device should be registered now. A confirmation will screen will appear.



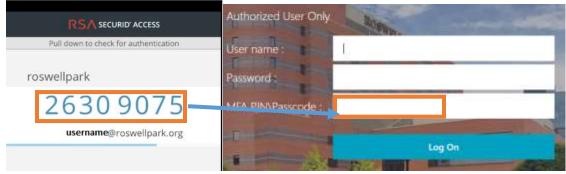
Follow the steps below to set an MFA PIN for your new RSA SecurID Authenticate App token:

MFA Pin Setup

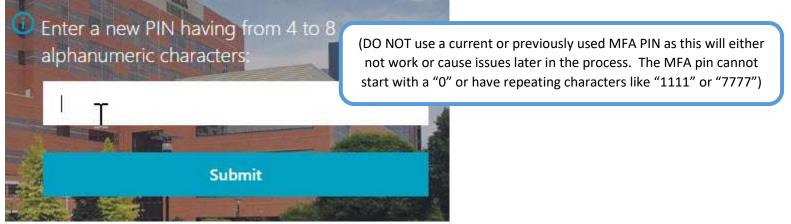
- 1. Go this address in your browser = <u>https://remote.roswellpark.org</u>
- 2. Enter your PC username (Roswell account) and password in the first two boxes



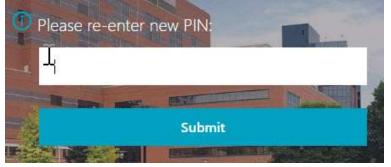
3. Type in the 8-digit number from the RSA SecurID Authenticate App on your device for the MFA PIN\Passcode and click Log On.



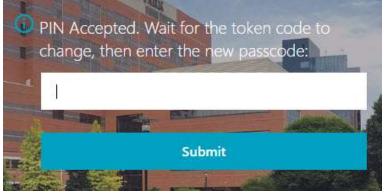
4. Enter a new 4-8 character alphanumeric MFA PIN (ex. er5472a) and click Submit



5. Re-enter the same 4 - 8 character MFA PIN and click **Submit**



6. Wait until the code changes in the RSA SecurID Authenticator app, then enter the new 8-digit Passcode number, click **Submit**.



- 7. Now you have setup your MFA PIN for your new RSA SecurID Authenticate App token! You are all set. You can close the browser window.
- 8. Going forward when asked by Roswell Park applications for an MFA PIN or Passcode you can enter either this new MFA pin and click the green Approve button on your mobile device or enter the 8-digit code from the RSA SecurID Authenticate App from your mobile device.

Tip: Make sure the PIN is different than any other token you have. If you get a push alert and did not try to authenticate, notify the Service Desk immediately at 716-845-8465.