




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 SecurID 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 . **Note:** on 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.  https://play.google.com/store/apps/details?id=com.rsa.securidapp&hl=en_US
 - b.  <https://apps.apple.com/us/app/securid/id318038618>
3. Preferably, on a computer or another device navigate to <https://roswellpark.auth.securid.com/mypage>.
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]**.



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.



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.



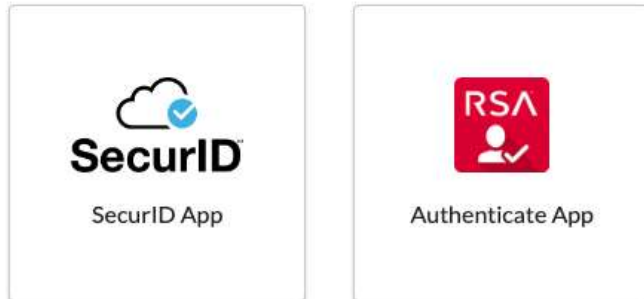
9. Choose the Authenticator to Register which matches the one you have downloaded and installed.

Register an authenticator

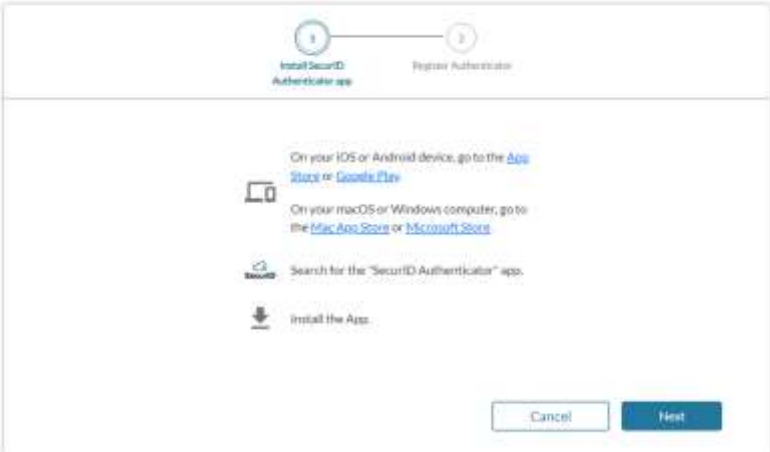
To access your applications, you need to register an authenticator

[See how it works](#)

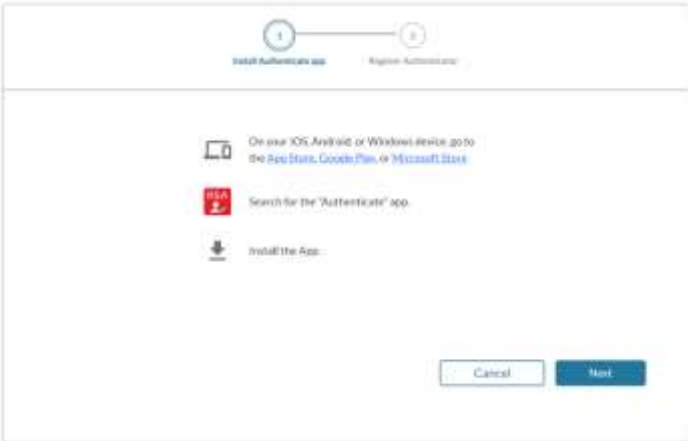
Choose an authenticator to register.



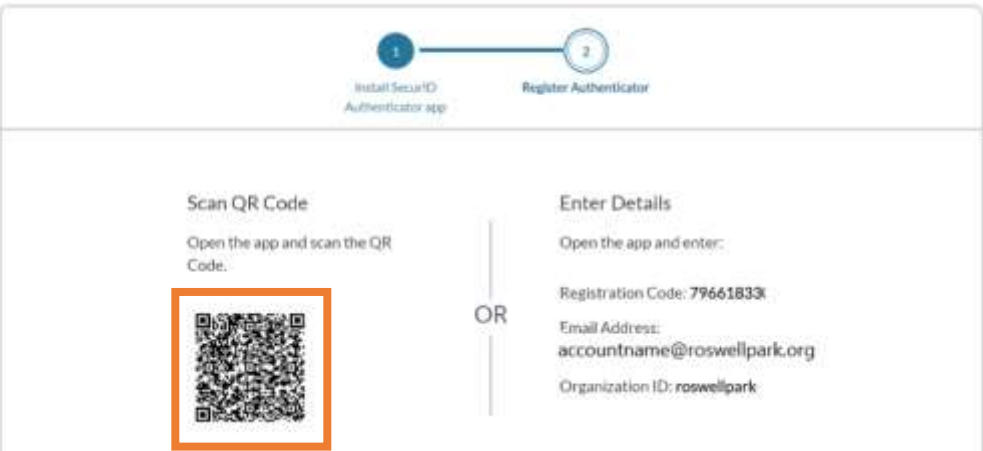
10. Follow the instructions to download and install the app to your device if you haven't yet,



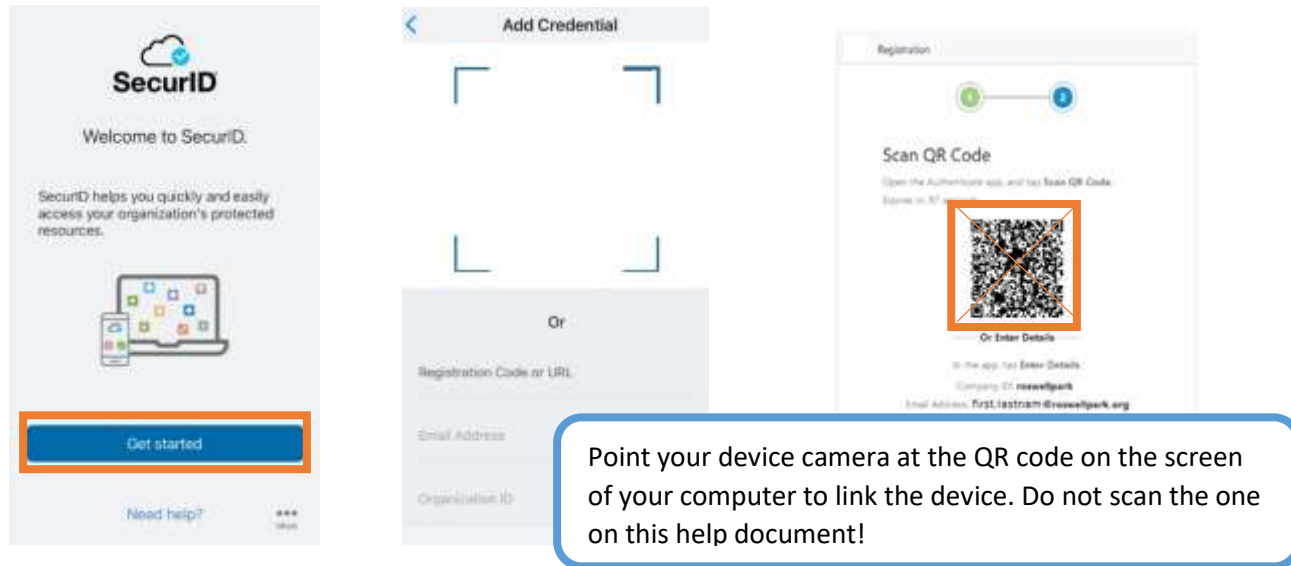
or



11. Then Click **Next** to display QR Code page



12. Register your SecurID Authenticator:



- 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.
- If successful, the device registration should now be complete.



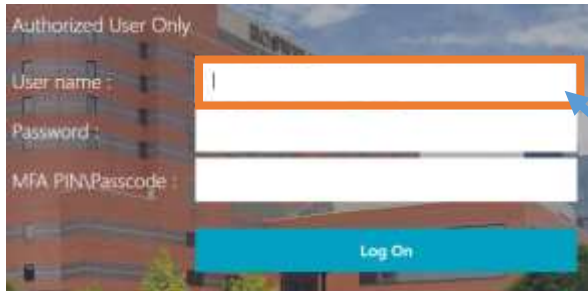
11. Your mobile device should be registered now. A confirmation screen will appear.



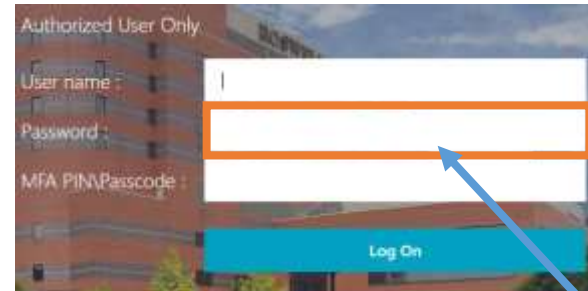
Follow the steps below to set an MFA PIN for your new RSA SecurID Authenticate App token:

MFA Pin Setup

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

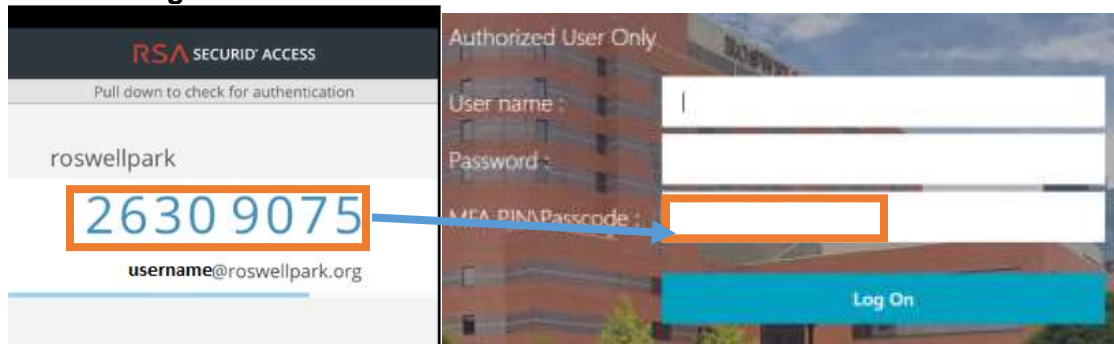


Your regular login name ie
ab12354

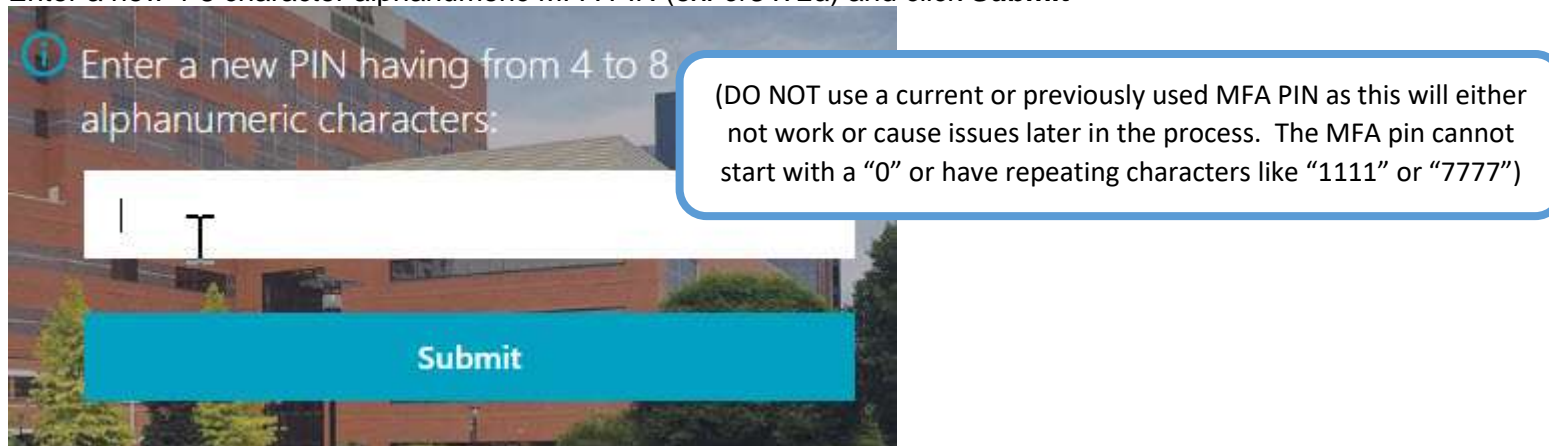


Your regular Roswell
password

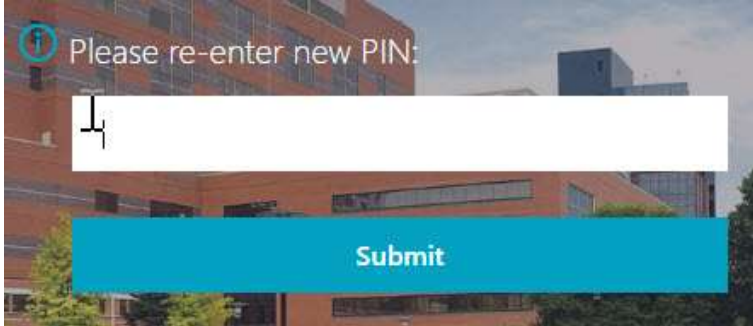
3. Type in the 8-digit number from the RSA SecurID Authenticate App on your device for the MFA PIN\Passcode and click **Log On**.



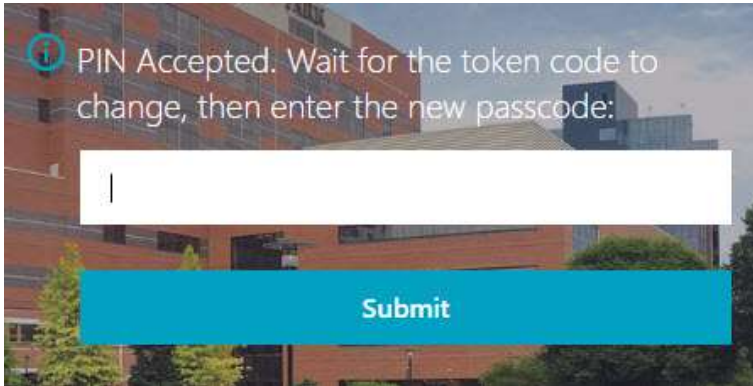
4. Enter a new 4-8 character alphanumeric MFA PIN (ex. *er5472a*) and click **Submit**



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.