

## SHORT GUIDE

# Setting up one-factor or two-factor authentication for eCampus and the RUB Identity Management Portal

### Notes

- In this short guide, we will show you how to set up your RUB LoginID with one-factor or two-factor authentication for the RUB eCampus and Identity Management Portal.
- If you follow all the steps in this guide, you can then log in to eCampus and the RUB Identity Management Portal with your RUB LoginID using one-factor authentication (logging in using RUB LoginID and password) or two-factor authentication (logging in using RUB LoginID, password and security code).

### Step 1

Open the website of the [Identity Management Portal of the RUB](#).

### Step 2

Log in with your RUB LoginID and the corresponding password.

### Step 3

You are now logged in to the RUB Identity Management Portal. Click on "2-Faktor-Authentifizierung (2-factor Authentication)".



### Step 4a or 4b

One of the following two variants (4a or 4b) on page 2 is now displayed. Please go to page 2 of this guide.

#### Step 4a

If you previously had a chip card and have not yet made any changes to your RUB LoginID, you will be taken to an explanation page of the new authentication procedures. Confirm the information text by clicking on the button "Authentifizierungsverfahren aktivieren (Activate authentication procedure)".

### Entscheiden Sie sich jetzt, neben der bisherigen 2-Faktor-Authentifizierung per Chipkarte und PIN für ein weiteres Authentifizierungsverfahren für Ihre RUB-LoginID

Klicken Sie auf „Authentifizierungsverfahren aktivieren“, um diese Funktion nutzen zu können. Ihre RUB-LoginID wird initial auf die 1-Faktor-Authentifizierung (Anmeldung per RUB-LoginID und Passwort) gestellt. Für einen höheren Schutz Ihrer Daten können Sie direkt danach die 2-Faktor-

Authentifizierung aktivieren. Sie dann Ihre RUB-LoginID und Passwort und

#### Or Step 4b

You will be taken directly to the administration page of the new authentication procedures.

### 2-Faktor-Authentifizierung verwalten

Ihre RUB-LoginID            ist derzeit mit der **1-Faktor-Authentifizierung (Anmeldung per RUB-LoginID und Passwort)** geschützt.

Unter „Einstellungen“ können Sie die 2-Faktor-Authentifizierung aktivieren. Nach der Aktivierung können Sie beim nächsten Login als zweiten Faktor Ihr Smartphone verbinden, über welches zusätzlich ein Sicherheitscode generiert wird.

Wenn Sie bereits ein Gerät verbunden haben, brauchen sie kein neues Gerät verbinden, sondern können das bereits verbundene Gerät nutzen.

#### Hinweise

##### Authentifizierungs-App

Den Sicherheitscode erhalten Sie über die Authentifizierungs-App auf Ihrem Smartphone. Wenn die App fehlt, folgen die Anweisungen im Anhang.

#### Einstellungen

Ihre Einstellung wirkt sich auf das Login-Verhalten folgender Dienste aus:

- Identity-Management-Portal

#### Geräteinformationen

Gerät verbunden: **nein**

#### Step 5a or 5b

You are now on the page with the heading "2-Faktor-Authentifizierung verwalten (Manage 2-factor authentication)" (See image at point 4b). On this page you can change your settings for the authentication methods. At the top you can see with which authentication your RUB LoginID is currently protected.

In the middle column "Einstellungen (Settings)" you can change the 2-factor-authentication for the services "Identity-Management-Portal" and "eCampus-Webclient" (see picture).

Anmeldung mit Smartphone  
(2-Faktor-Authentifizierung)

#### Step 5a (You stay with 1-factor authentication)

If you have chosen 1-factor authentication (logging in with RUB LoginID and password) in the last step you can now jump to the „**At the finish**“ step at the end of these instructions. The Identity Management Portal and the eCampus WebClient are now protected with your RUB LoginID using 1-factor authentication (login with RUB LoginID and password).

#### Step 5b (You want to switch to 2-factor authentication)

If you have chosen 2-factor authentication in the last step (login via RUB LoginID, password and smartphone), then click on "Übernehmen (Apply)". You will be logged out automatically.

### Step 6 (only relevant for setting up 2-factor authentication)

Install the app "ForgeRock Authenticator" on your smartphone:

[Google Playstore](#)

[Apple Appstore](#)

Note for Android operating system: If you already have Google Authenticator installed on Android, you can use it as well.

### Step 7

Log in again to the [RUB Identity Management Portal](#) with your RUB LoginID and the corresponding password and follow the registration steps.

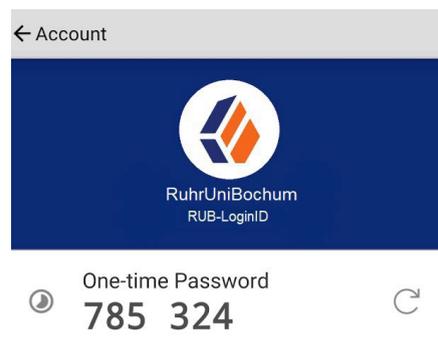
### Step 8

Click on "Neues Gerät registrieren (Register new device)":

**NEUES GERÄT REGISTRIEREN**

### Step 9

On your smartphone, launch the authentication app "ForgeRock Authenticator", click in the app on the top right on the 3 dots and then click on the button "Scan QR code". Use the app to scan the QR code on your computer monitor (with which you are logged in in the Identity Management). The authentication app will now automatically create a "RuhrUniBochum" account with your RUB LoginID. This account will show you a new security code which will be updated every 30 seconds (see picture on the right).



### Step 10

Click on "Weiter mit Sicherheitscode aus der App (Continue with security code from app)" in the browser.

**WEITER MIT SICHERHEITSCODE AUS DER APP**

### Step 11

In the authentication app, open the account you just created and now enter the 6-digit security code from the app in the browser window. Then click on "Registrierung abschließen (Complete registration)".

Sicherheitscode eingeben

**REGISTRIERUNG ABSCHLIESSEN**

### Step 12

**Be sure to make a note of the recovery codes that are now displayed.** You will need them if you lose your registered device or no longer have access to the app. Only with your personal recovery codes you will be able to log in to the [RUB Identity Management Portal](#) with your RUB LoginID and change your settings under "2-Factor Authentication". **Only click on "Weiter (Next)" if you have noted these codes.**

### Step 13

You have successfully registered for authentication via smartphone. You are now back in the logged in state in the RUB Identity Management Portal.

As described under point 5, you can change your settings for the new authentication procedure at any time under the item "2-Faktor-Authentifizierung verwalten (Manage 2-factor authentication)".

### At the finish

Your new settings will now be transferred to all systems. **This can take up to 15 minutes.** Only then you can log in to eCampus WebClient and the RUB Identity Management Portal with the new 1-factor or 2-factor authentication.

#### Please note:

- 1) From now on, all future authentication settings can only be made in the [RUB Identity Management Portal](#) under the topic "2-Faktor-Authentifizierung (2-factor authentication)".
- 2) If you have canceled the smartphone registration process by clicking on the "2-Faktor-Authentifizierung deaktivieren (Deactivate 2-factor authentication)" button, you will still have 1-factor authentication enabled. You can log in with your RUB LoginID and password. To start the registration again, go to the [Identity-Management Portal of the RUB](#) and click on the item "2-Faktor-Authentifizierung (2-factor authentication)". Here you can reactivate 2-factor authentication in the middle column.
- 3) If you have chosen 2-factor authentication, you will keep the Forgerock app on your smartphone after registration as long as 2-factor authentication is enabled in your account. From now on, you will need this app for every login attempt in the Identity Management Portal and on eCampus.

### Any questions?

For questions please contact our helpdesk: [its-helpdesk@ruhr-uni-bochum.de](mailto:its-helpdesk@ruhr-uni-bochum.de).

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