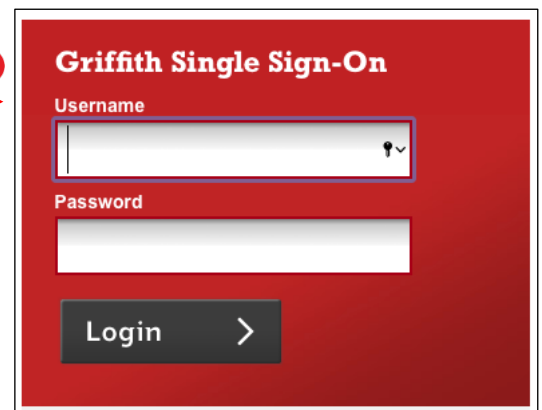# How to…

Install PingID for Multi-Factor Authentication on an additional device with YubiKey

Introduction

Multi-factor authentication (MFA) is a way to ensure our accounts are highly-secured with multiple layers of security. PingID is the tool Griffith uses to enable MFA. This guide will show you how to install PingID on an additional YubiKey device.

Step 1: Add your additional device

1 Close all open internet browsers. Open a new browser and login to the staff portal using your Griffith credentials.

2 When the Authentication screen opens, select **Settings**. You will see a similar screen as below depending on the device that you have previously set up with MFA.

3 The **My Devices** page will open and show the devices you currently have paired with your PingID account. To set up and additional device, select **+Add**.
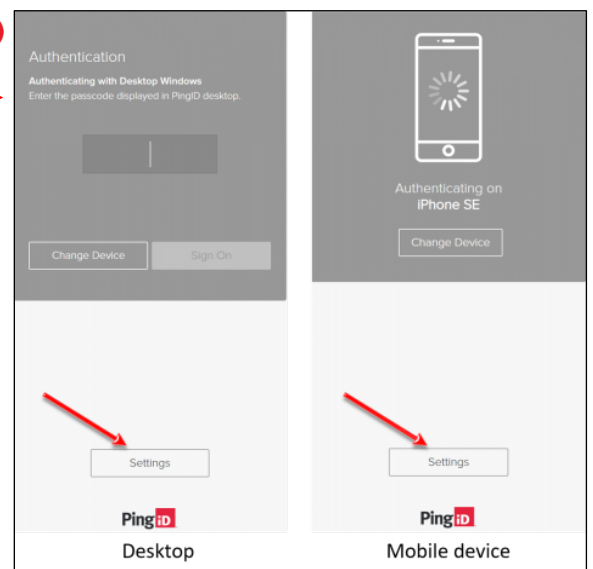
4 Select **Continue**.

5 A similar screen will display as below depending on the device that you have previously set up with MFA. Authenticate as previously configured.
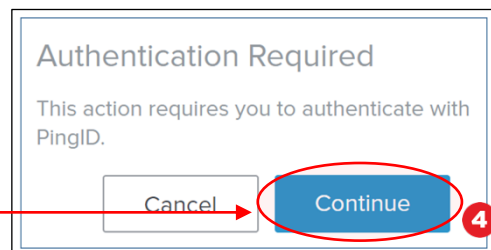
6 The **Add a New Device** window will open. Select **YubiKey**.

7 Insert the YubiKey into your computer USB port (make sure the **alternative authentication** window is the active window on your machine), and tap the **YubiKey**.

8 A one-time passcocde (OTP) is automatically generated and inserted into the YubiKey setup window. **Verify** will be automatically selected.

You will see a green checkmark indicating the pairing request is successful. Once authenticated, your additional device has been added. You will receive confirmation via your Griffith email address.

Authentication Required

This action requires you to authenticate with PingID.

Cancel   Continue   **4**

5 Authentication
Authenticating with Desktop Windows
Enter the passcode displayed in PingID desktop.

Sign On
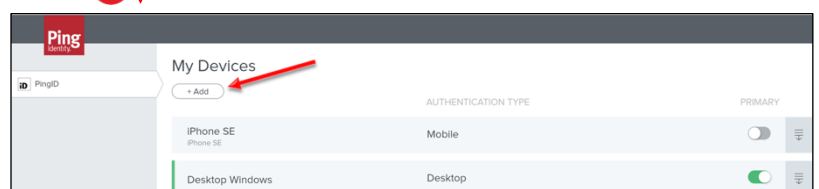
Authenticating on
iPhone SE

Change Device

Desktop   Mobile device

Add a New Device

PingID Mobile Application
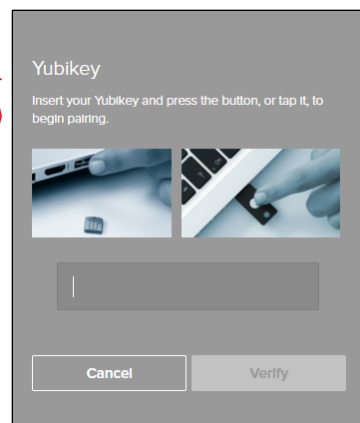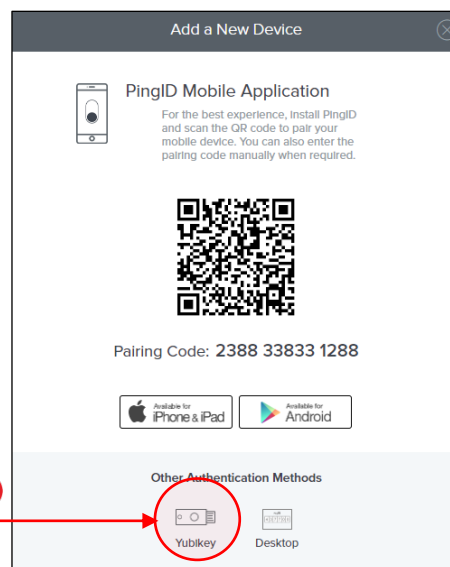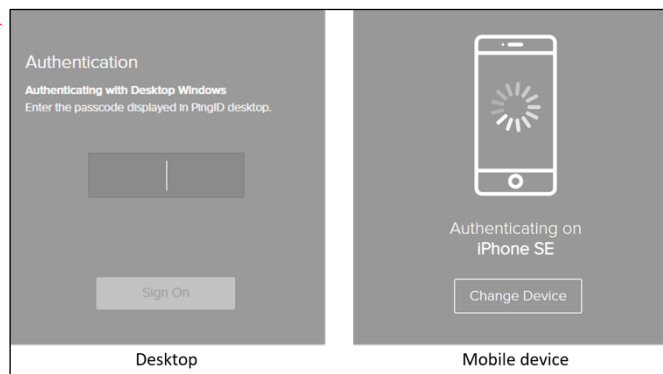For the best experience, install PingID and scan the QR code to pair your mobile device. You can also enter the pairing code manually when required.

Pairing Code: **2388 33833 1288**

Available for iPhone & iPad   Available for Android

Other Authentication Methods

6   Yubikey   Desktop

7 Yubikey
Insert your Yubikey and press the button, or tap it, to begin pairing.

Cancel   Verify

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Step 2: Change your primary device

1 To make your newly added device your primary (default) one, move the slider bar to **on** (green) in the primary column.

2 If you have more than one of a particular device (e.g. two desktops registered) you will need to give each device a nickname to identify them (e.g. 'Desktop Work' and 'Desktop Home').

Select the **down arrow** to expand the details of the device. Overwrite the device name with a nickname of your choice and select **Save**.

You will now be able to identify the different devices.

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