

# 2FAGuard – Setting up an MFA token in IdM

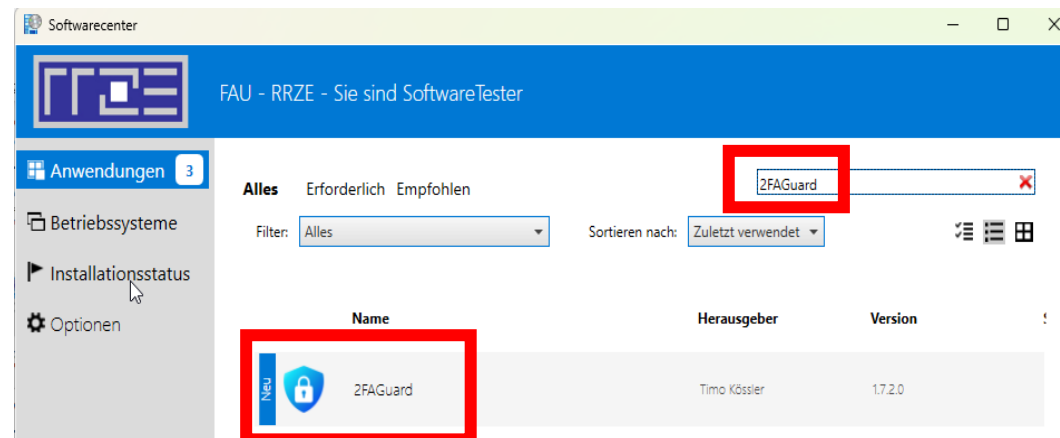
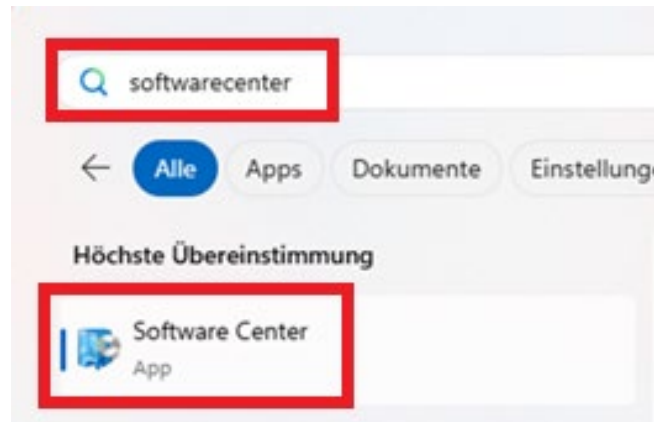


MFA in Windows

**Note:** 2FAGuard is a simple MFA token management program. It must be installed on each computer you would like to use it with individually. If you are looking for an MFA token management program that you can use on several computers, you can use the KeepassXC software. Instructions are available at <https://www.anleitungen.rrze.fau.de/serverdienste/multifaktor-authentifizierung/>.

How to install the software 2FAGuard:

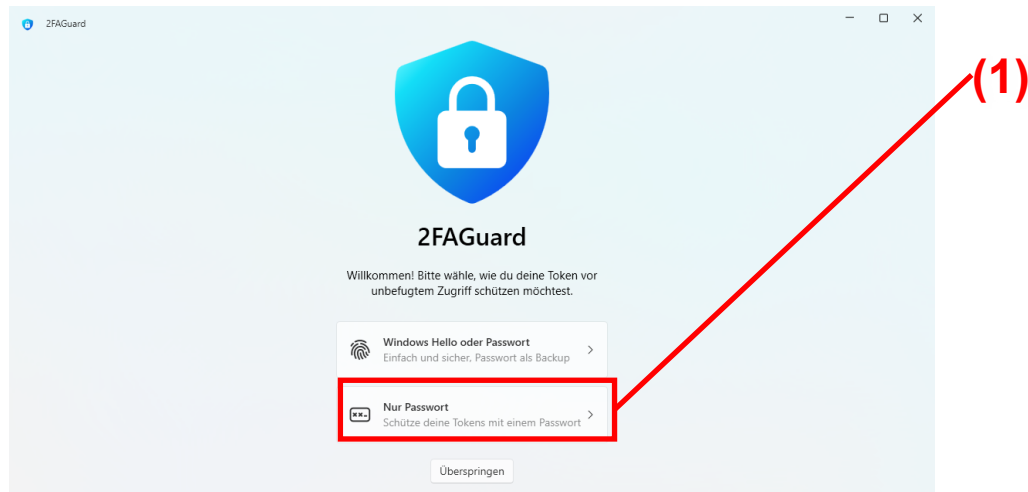
- On a Windows device managed by RRZE, you will find 2FAGuard in the Software Center and can download it without admin rights:



- Otherwise, you can download 2FAGuard for Windows free of charge: <https://2faguard.app>

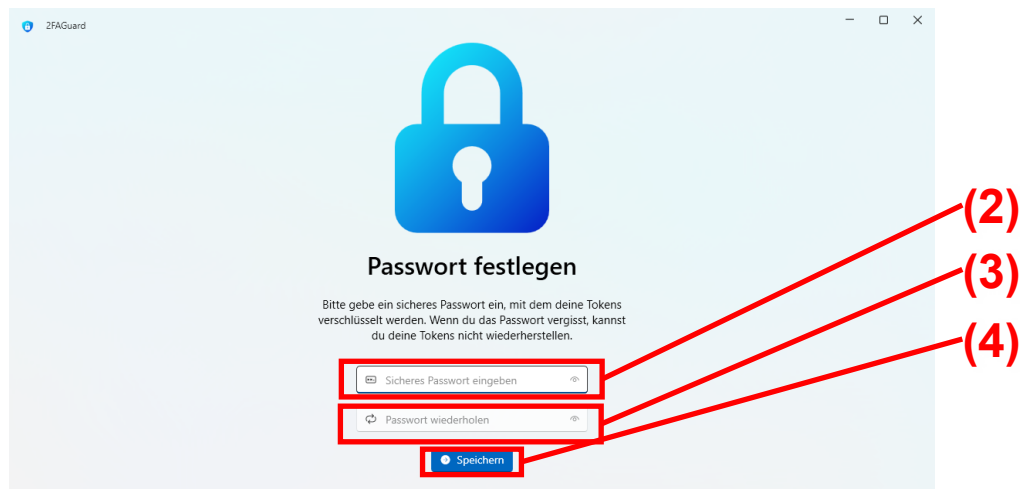
# 2FAGuard – Setting up an MFA token in IdM

## MFA in Windows



The first time you start the program, please select that you would like to protect your token with a password (1).

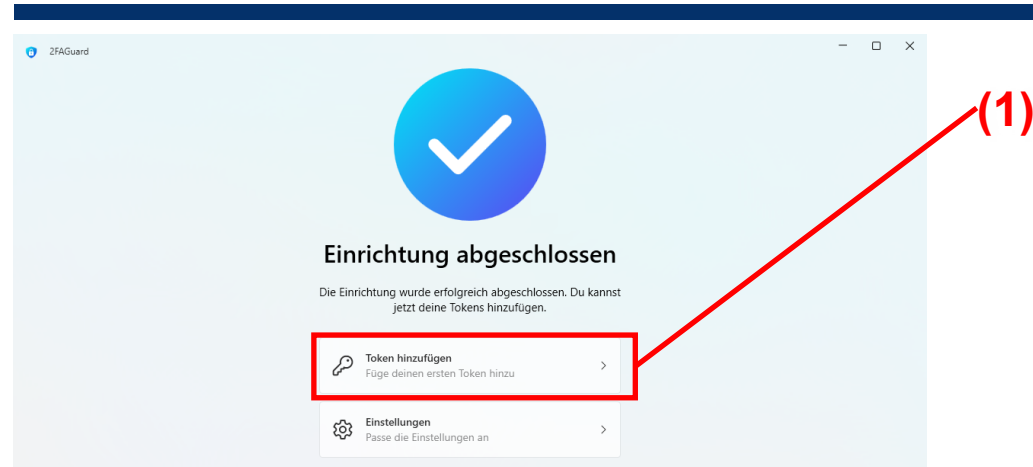
Think of a password and memorize it. In future, you will need it whenever you want to use 2FAGuard.



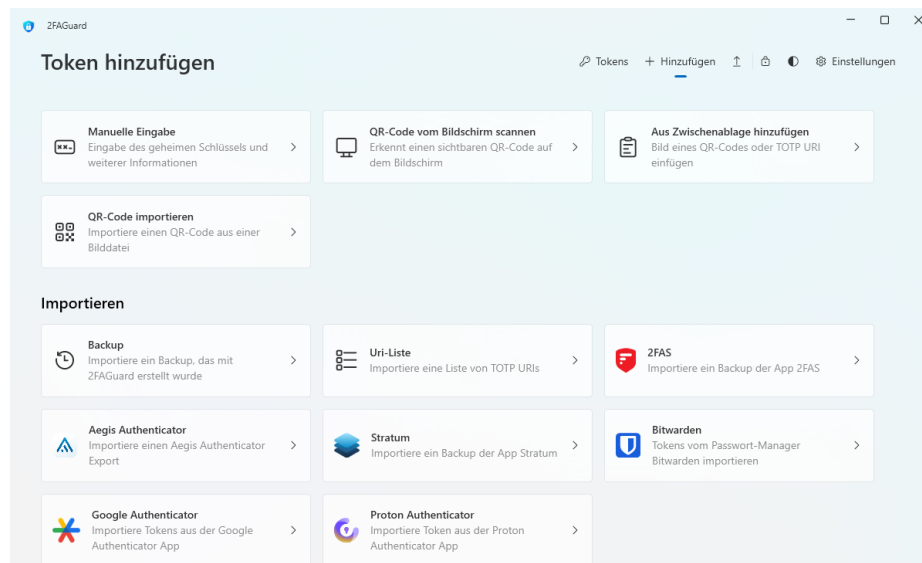
Enter the password you have created for 2FAGuard (2) and repeat the password (3). Next, click on “save” (4).

# 2FAGuard – Setting up an MFA token in IdM

## MFA in Windows



After setting up a password, click on “Add token” (1).



Leave the “Add token” window open. Do not close the program. We will need it again in a minute.

# 2FAGuard – Setting up an MFA token in IdM



MFA in Windows

Log in to the IdM portal (<https://www.idm.fau.de/>) in order to set up the software token.

The screenshot shows the IdM-Portal interface. At the top, there is a navigation bar with 'IdM-Portal' on the left and 'SELF SERVICE ANFRAGEN/AUFGABEN' on the right. The 'SELF SERVICE' link is highlighted with a red box and labeled (1). Below the navigation bar, there is a main content area with a header 'Willkommen im IdM'. On the left, there is a sidebar menu with sections: 'Profil' (containing 'Datenübersicht'), 'Sicherheit' (containing 'IdM-Passwort', 'E-Mail-Adresse zur Kontowiederherstellung', 'Multi-Faktor-Authentifizierung', 'OpenPGP-Schlüssel', and 'Login-Aktivität'), and 'Benachrichtigungen' (containing 'Umstrukturierung des Navigations'). The 'Multi-Faktor-Authentifizierung' option is highlighted with a red box and labeled (2).

Click on Self Service (1)

followed by Multi-Factor Authentication (2).



Click on “Add software token”:

The screenshot shows the IdM-Portal interface. At the top, there is a navigation bar with 'IdM-Portal', 'SELF SERVICE', 'ANFRAGEN/AUFGABEN', and 'MAIL'. Below this, the breadcrumb 'IdM-Portal / Multi-Faktor-Authentifizierung' is visible. The main content area is titled 'Multi-Faktor-Authentifizierung'. On the left, a sidebar menu includes 'Profil', 'Sicherheit', and 'Einstellungen & Anträge'. Under 'Sicherheit', there are links for 'IdM-Passwort', 'E-Mail-Adresse zur Kontowiederherstellung', 'Multi-Faktor-Authentifizierung' (highlighted), 'OpenPGP-Schlüssel', and 'Login-Aktivität'. The main content area contains a help text block with a question mark icon, explaining the importance of MFA. Below this is a 'Tokenverwaltung' section with a 'Expertenmodus' link. Under 'Software-Tokens', a green button labeled '+ Software-Token hinzufügen' with a hand cursor icon is circled in red. To the right, there is an 'Einstellungen' section with an information icon and a message: 'Bitte fügen Sie mindestens ein Token hinzu' and a checkbox for 'MFA aktivieren'. A separate box on the right contains links to documentation: 'Multi-Faktor-Authentifizierung', 'Anleitung zur Tokenverwaltung', 'FAQs zur Multi-Faktor-Authentifizierung', and 'Empfehlung für Authentifizierungs Anwendungen' (with sub-links for 'Android - FreeOTP+' and 'iOS - Step Two').

Give the token a name (e.g. “2FAGuard”) (1) to ensure that you can identify the token easily later on, then click on “create” (2).



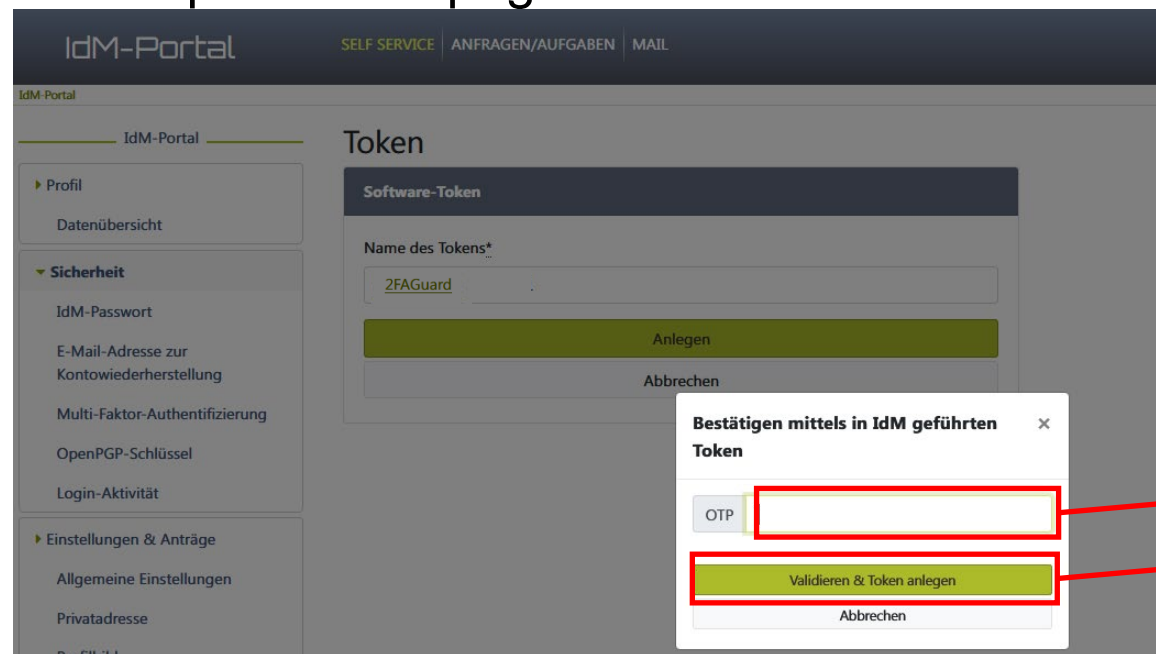
The screenshot shows the IdM-Portal interface. On the left is a navigation menu with 'IdM-Portal' and 'Sicherheit' expanded. The main content area is titled 'Token' and contains a 'Software-Token' form. The form has a text input field for 'Name des Tokens\*' with the value '2FAGuard'. Below the input field are two buttons: 'Anlegen' (highlighted in green) and 'Abbrechen'. Red annotations (1) and (2) point to the input field and the 'Anlegen' button respectively.

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MFA in Windows



This message will appear if you have already set up a token (for instance a Yubi key or a software token). Otherwise, you can skip over this page.



Enter a one-time password generated by an MFA token that you have already installed in the box “OTP” (1) as confirmation. You can do this either by pressing the button on your Yubikey or using one of your existing software tokens. Next, click on “Validate & set up token” (2).

# 2FAGuard – Setting up an MFA token in IdM

## MFA in Windows



IdM-Portal SELF SERVICE ANFRAGEN/AUFGABEN MAIL


IdM Portal

IdM-Portal

- Profil
  - Datenübersicht
- Sicherheit
  - IdM-Passwort
  - E-Mail-Adresse zur Kontowiederherstellung
  - Multi-Faktor-Authentifizierung
  - OpenPGP-Schlüssel
  - Login-Aktivität
- Einstellungen & Anträge
  - Allgemeine Einstellungen
  - Privatadresse
  - Profilbild
  - Zahlungsinformation
- Datenschutz-Selbstauskunft

### Token

#### Software-Token



ID  
T077740000020  
**SECRET**  
YOKLHHU7M[REDACTED]GJQMLK47

Bitte scannen Sie den QR-Code mit einer Authentifizierungs-App und geben Sie das generierte OTP ein.

OTP

Bitte geben Sie das OTP ein

Anlegen

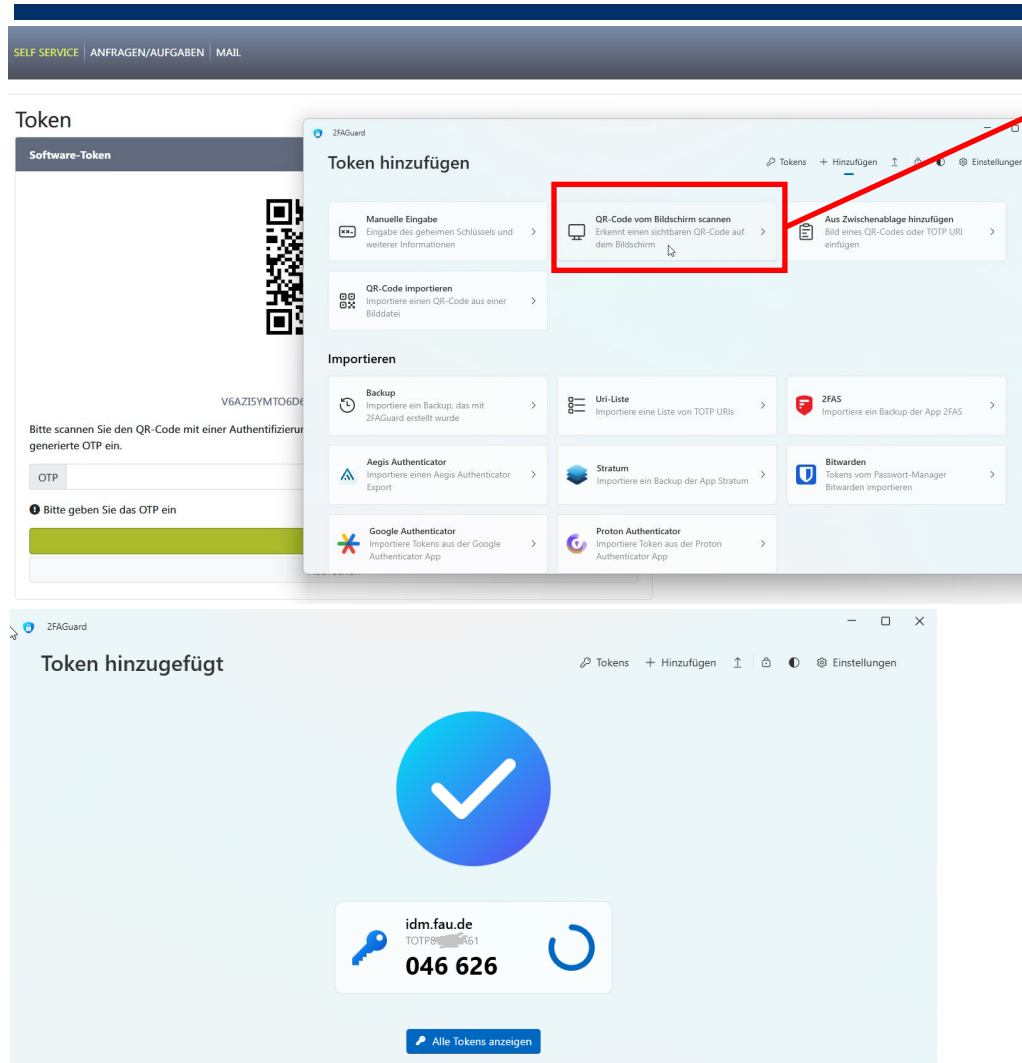
Abbrechen

- In the next step, you are shown a QR code and a “SECRET” code.
- Leave this page open.

# 2FAGuard – Setting up an MFA token in IdM



## MFA in Windows



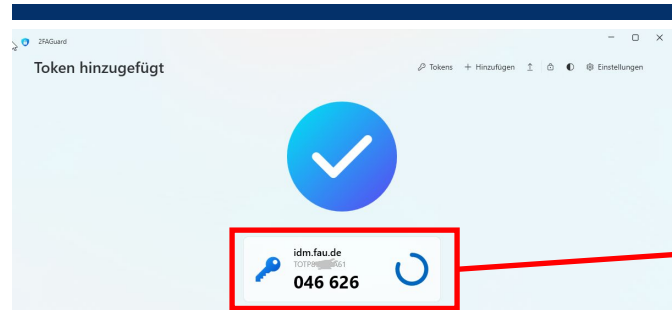
(1) Return to the 2FAGuard program and move the 2FAGuard Window over the window from the IdM website with the QR code. Next, click on the option “scan QR code from screen” in 2FAGuard (1).

When the window with the QR code from IdM is visible, the code is automatically recognized and installed. In 2FAGuard, a new 6-digit one-time password is generated every 30 seconds (see example on the left: 046626).

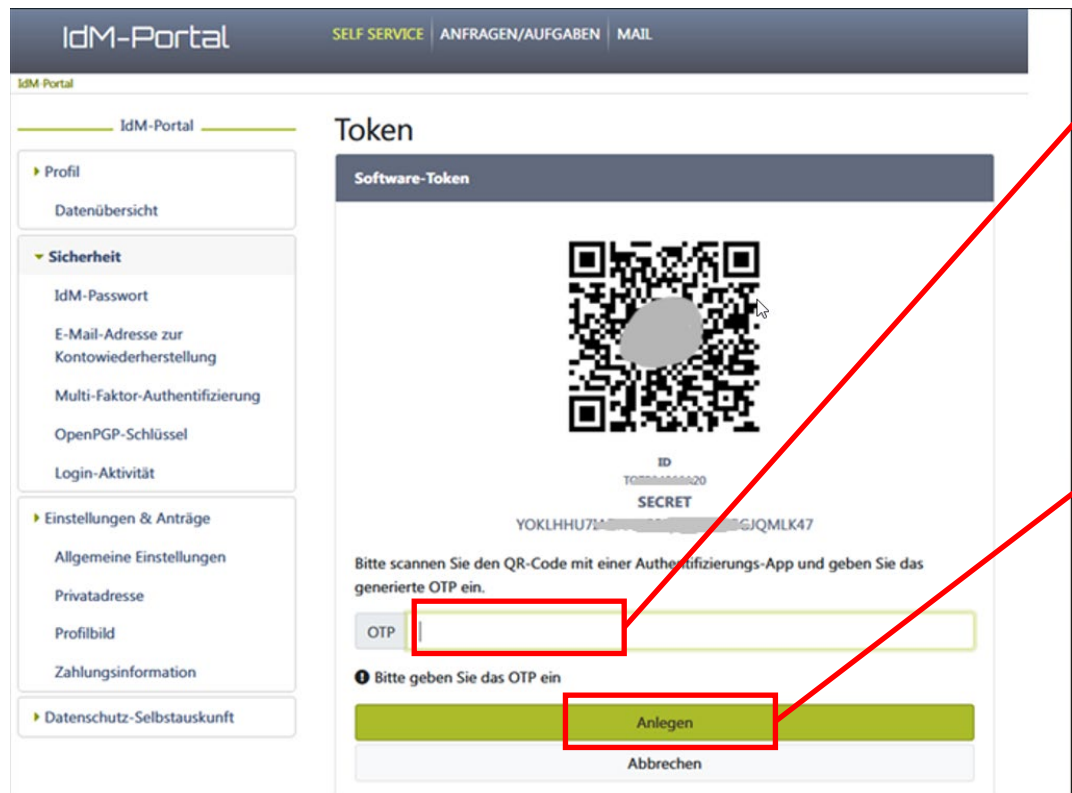
# 2FAGuard – Setting up an MFA token in IdM



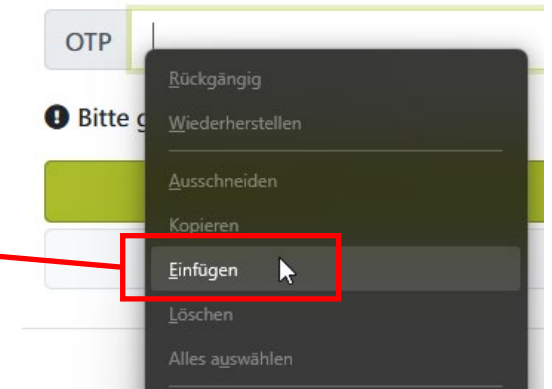
## MFA in Windows



- Click on the one-time password generated by 2FAGuard (1). It is then automatically copied onto the clipboard.



- Right click on “OTP” in the IdM portal (2). Next, select “Enter” (3).



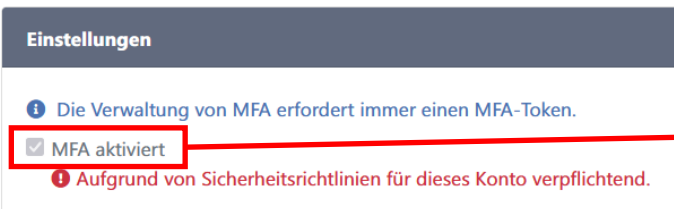

- Click on “Create” (4) to complete the process.

# 2FAGuard – Setting up an MFA token in IdM



## MFA in Windows

### Token



Once you see the message “done”, your MFA token has successfully been entered in 2FAGuard.

If you have not yet activated MFA (see (1) in the example), follow instructions at

(1) <https://www.anleitungen.rrze.fau.de/serverdienste/multifaktor-authentifizierung/faqs-zur-multifaktor-authentifizierung/#ID-12840>

After successfully activating MFA, it will look like in example (2) or (3).

(2) **Important:** In order to ensure that you can remain able to work even if 2FAGuard doesn't work or you would like to work on another device, please set up a second software token separately from 2FAGuard (“second key”). Instructions are available at:

(3) <https://www.anleitungen.rrze.fau.de/serverdienste/multifaktor-authentifizierung/>