

SHORT GUIDE

SETTING UP THE NEW 2-FACTOR-AUTHENTICATION FOR E-CAMPUS AND THE IDENTITY MANAGEMENT PORTAL OF RUB

NOTES

- In this quick guide we show you how to set up your RUB Login-ID for the areas eCampus and Identity Management Portal of RUB with the new 2-factor-authentication procedure.
- If you follow all the steps in these instruction, you will have two additional authentication options in eCampus besides the chip card.
- In RUB Identity Management Portal, you can also protect your RUB Login-ID with the new 2-factor authentication.
- You can then use 1-factor authentication (logging in via RUB Login-ID and password) and 2-factor authentication (logging in via RUB Login-ID, password and generated code by an app).
- **Unfortunately, the Identity Management is only in german language available. We hope the screenshots help you anyway in combination with the explanations.**

STEP 1

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

STEP 2

Log in with your RUB Login-ID and the corresponding password.

STEP 3

You are now logged in to the RUB Identity Management Portal. Click on "**2-Factor Authentication**":



STEP 4A OR 4B:

Step 4A: If you previously had a smart card and have not yet made any changes to your RUB-Login-ID, you will be taken to an explanation page of the new authentication procedures. Confirm the information text by clicking on the button "**Activate authentication procedure**".



Step 4B: You will be taken directly to the administration page of the new authentication procedures.



STEP 5A OR 5B:

Step 5A: You are now on the page with the heading "**Manage 2-factor authentication**" (See image at step 4B). On this page you can change your settings for the authentication methods. At the top you can see with which authentication your RUB-Login-ID is currently protected. In the middle column

"Settings" you can change the 2-factor-authentication for the services "Identity-Management-Portal" and "eCampus-Webclient" (see picture: switch the toggler to the right).



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 "**Apply**". You will be logged out automatically.

STEP 6

(Further steps for setting up 2-factor authentication): Install the app "**ForgeRock Authenticator**" on your smartphone: Note for Android operating system: If you already have Google Authenticator installed on Android, you can use it as well.

[Google Playstore](#)

[Apple Appstore](#)

STEP 7

Log in again to the RUB **Identity Management Portal** with your RUB Login-ID and the corresponding password and follow the registration steps.

STEP 8

Click on "**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 Login-ID. This account will show you a **new security code which will be updated every 30 seconds** (see screenshot).



STEP 10

Click "**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 of your computer. Then click on "**Complete registration**".



The image shows a screenshot of a web form. At the top, there is a text input field with the placeholder text "Sicherheitscode eingeben". Below the input field is a dark blue button with the white text "REGISTRIERUNG ABSCHLIESSEN".

STEP 12 (IMPORTANT!)

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 Login-ID and change your settings under "2-Factor Authentication". Only click on "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 step 5, you can change your settings for the new authentication procedure at any time under the item "Manage 2-Factor Authentication".

AT A FINISH

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

This means for the eCampus WebClient: In addition to logging in with a chip card and PIN, you can now also use the new authentication procedure in the eCampus WebClient.

AS A LAST NOTE

1. From now on, all future authentication settings can only be made in the RUB Identity Management Portal under the topic "2-Factor Authentication".
2. If you have canceled the smartphone registration process by clicking on the "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-factor authentication ". Here you can enter in the middle column to reactivate the 2-factor authentication.
3. If you have opted for 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.

TECHNICAL PROBLEMS?

In this case please contact the IT-Support of RUB by E-Mail (its-helpdesk@ruhr-uni-bochum.de) or via the [helpdesk formular](#) on their website. Additional instructions (only in german language) on the website of RUB IT Services: <https://www.it-services.ruhr-uni-bochum.de/services/ias/2fa.html>