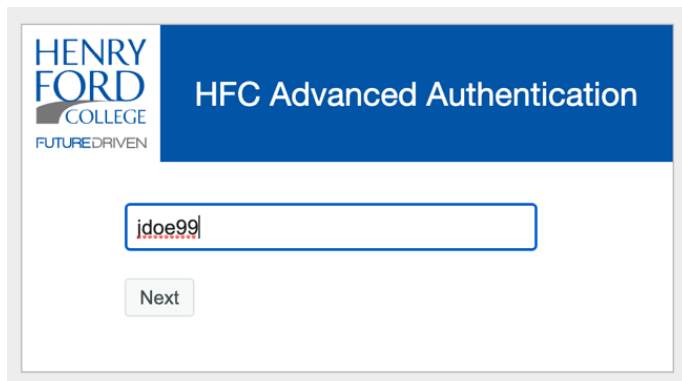


Enrolling a Smartphone

After installing the NetIQ Advanced Authentication App on your device, access the Henry Ford College Advanced Authentication Enrollment Portal from your desktop web browser (this can be done on or off campus):

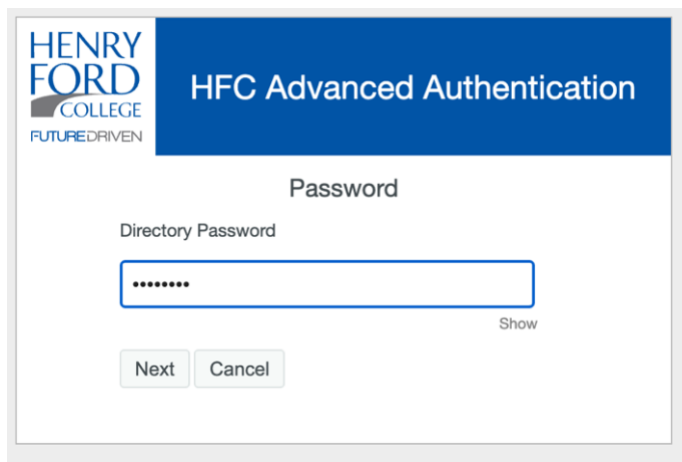
<https://advauth.hfcc.edu/>

Enter your Username:



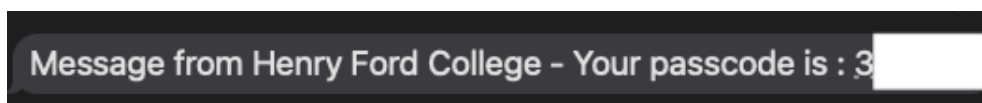
The screenshot shows the 'HFC Advanced Authentication' login page. On the left is the Henry Ford College logo with the tagline 'FUTUREDRIVEN'. The main heading is 'HFC Advanced Authentication'. Below the heading is a text input field containing the username 'jdoe99'. A 'Next' button is located below the input field.

Enter your HFC password:

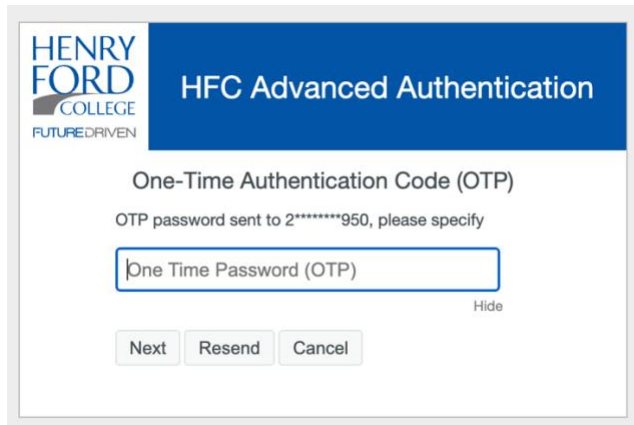


The screenshot shows the 'HFC Advanced Authentication' password entry page. It features the same Henry Ford College logo and heading as the previous screen. Below the heading, the word 'Password' is centered. Underneath, it says 'Directory Password'. There is a text input field filled with dots. To the right of the input field is a 'Show' link. At the bottom, there are 'Next' and 'Cancel' buttons.

Next, HFC AdvAuth will send an SMS One-Time-Password (OTP) to your phone:

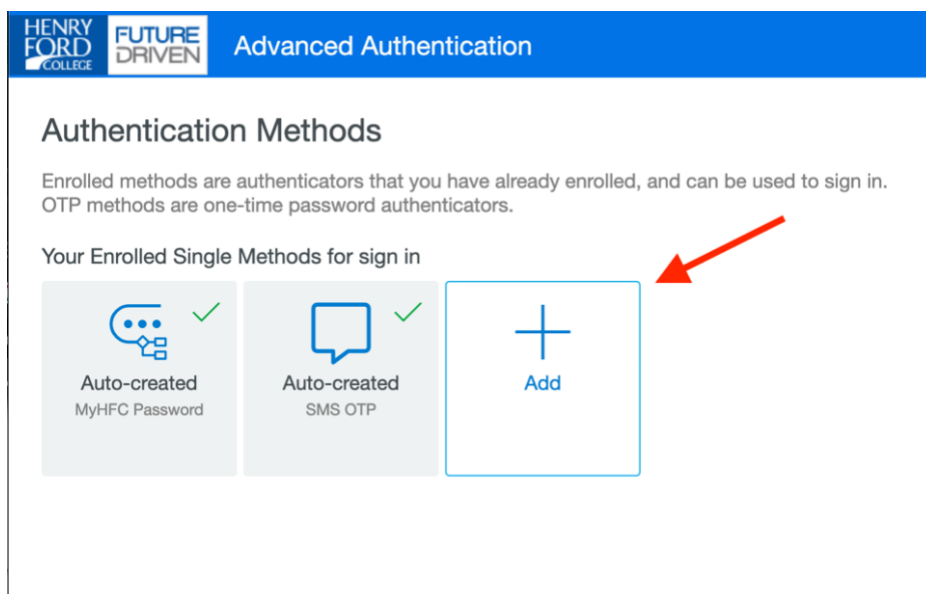


Enter that value in the next box:



The screenshot shows the 'HFC Advanced Authentication' interface. At the top left is the Henry Ford College logo with the tagline 'FUTUREDRIVEN'. The main title is 'HFC Advanced Authentication'. Below this, it says 'One-Time Authentication Code (OTP)'. A message states: 'OTP password sent to 2*****950, please specify'. There is a text input field labeled 'One Time Password (OTP)' with a 'Hide' link to its right. At the bottom are three buttons: 'Next', 'Resend', and 'Cancel'.

At this point, you will be at the main enrollment portal screen. Here click the box that says “Add” with a plus (+) sign to enroll your phone:

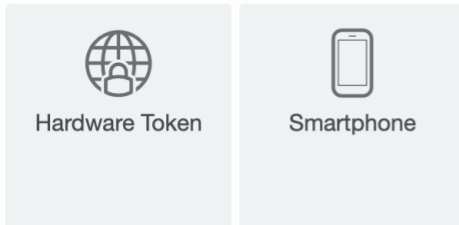


The screenshot shows the 'Advanced Authentication' screen. At the top is a blue header with the Henry Ford College logo and the text 'Advanced Authentication'. Below the header is the section 'Authentication Methods'. A paragraph explains: 'Enrolled methods are authenticators that you have already enrolled, and can be used to sign in. OTP methods are one-time password authenticators.' Below this is the heading 'Your Enrolled Single Methods for sign in'. There are three boxes: the first is 'Auto-created MyHFC Password' with a checkmark; the second is 'Auto-created SMS OTP' with a checkmark; and the third is a box with a plus sign and the word 'Add'. A red arrow points to the 'Add' button.

On the next screen, select Smartphone:

Available Methods for Enrollment

Select an authentication method for enrollment. Once enrolled, the method can be used for sign in. OTP methods are one-time password authenticators.



You may give the method a custom name or simply accept “My Smartphone”. Next, click “Get QR Code”:



Smartphone

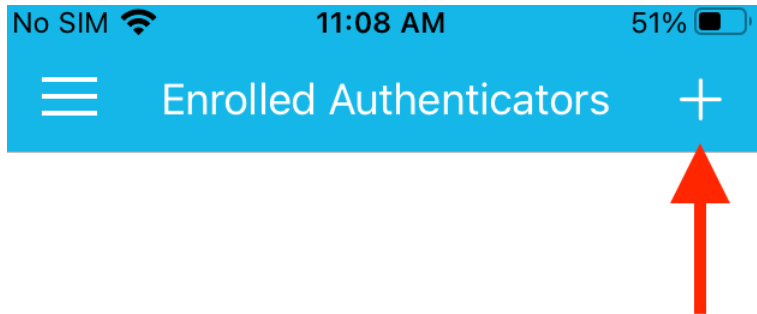
The Smartphone method allows authentication with your smartphone. It is an out-of-band authentication. The NetIQ Advanced Authentication application sends a push message to your smartphone, which you can accept or reject. Installing the NetIQ Advanced Authentication mobile app on your smartphone is required.

Display Name

To enroll, get a QR code and scan it using the Advanced Authentication mobile app:

- As a backup method, the AdvAuth mobile app provides an OTP code if internet connection is not available on your smartphone.

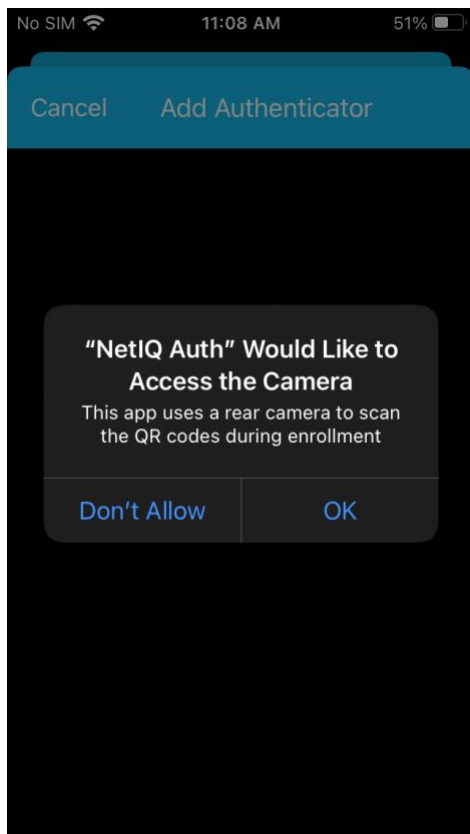
A QR Code will be displayed. Scan the QR code using the NetIQ Authentication App on your Smartphone. Open the NetIQ Authentication App on your phone and click the “+” on the top right:



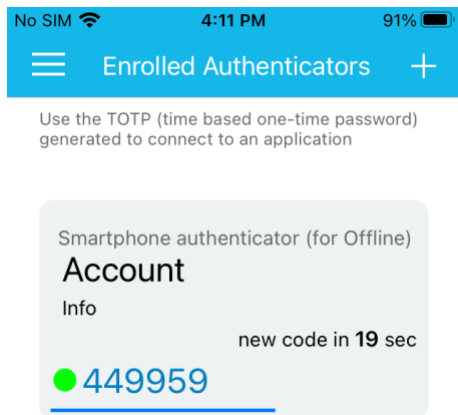
There are no authenticators found

You must enroll an authenticator

If your phone asks, allow NetIQ Authentication App to access your camera:



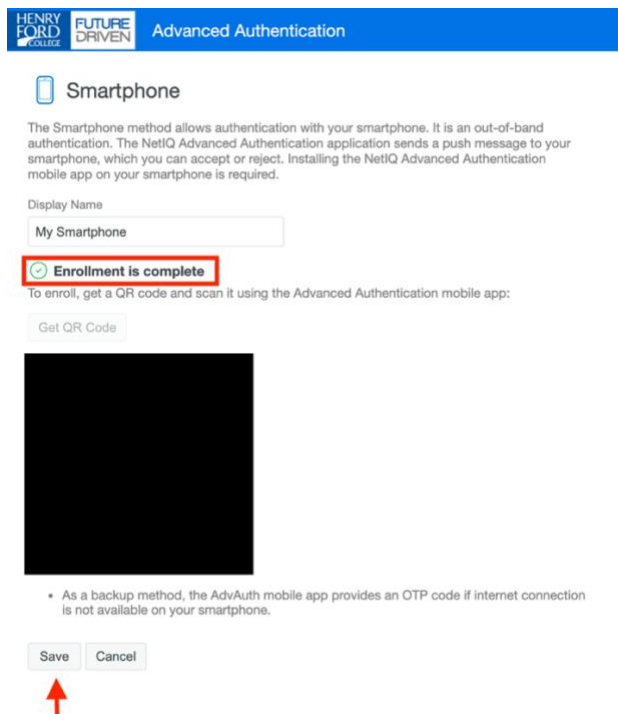
At this point, aim your phone camera at the QR code on your computer screen. The application should identify the QR code and display a screen like the one shown below:



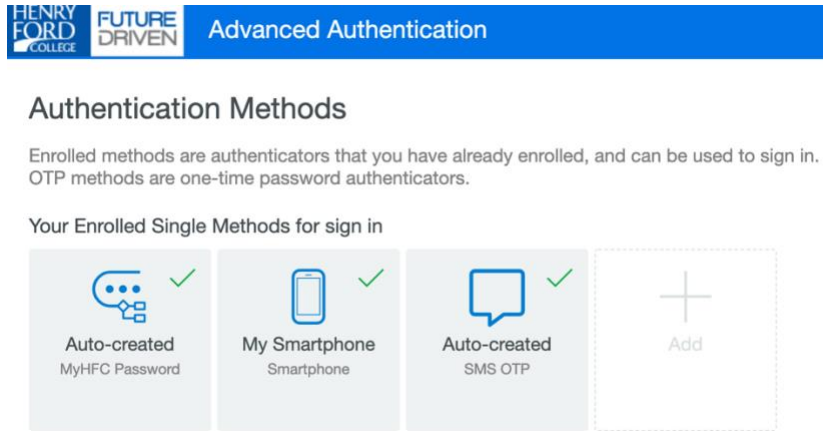
After the first successful authentication, your user ID information will appear in place of “Account” (on Android this area is blank until the first authentication).

Your phone is also enrolled for Time-Based One-Time Passwords (TOTP). This can be used to allow you to login in situations where your phone has no Internet access.

On the enrollment portal, you should see a screen like the following that shows “Enrollment is complete.” Be sure to click “Save” to save the authenticator!



After clicking save, you should see that the Smartphone method is now enrolled:



This completes the enrollment process.