

VSU – Technology Services

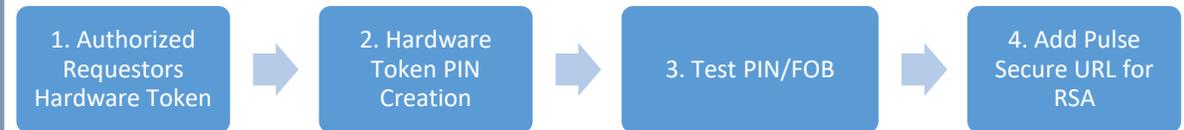
Multi-Factor Authentication VPN RSA Hardware Token Key FOB, PIN and Pulse Secure Configuration Instructions

	Agency / Department	Filename:	Version:	Created Date:	Revised Date:	Created By:
	Virginia State University – IT Governance and Risk Management	VSU_Multi_Factor_Authentication_RSA_Hard_Token_Instructions_2019.pptx	2.0	03/26/2019	09/25/2019	Christian A. Holloway

IT GOVERNANCE AND RISK MANAGEMENT Instructions on the process/procedure for registering the RSA Hardware Token, receiving Key FOB from the system administrator, PIN registration and Pulse Secure VPN URL Configuration for RSA.

RSA Hardware Token

1. Send Requests to VSU Technology Services for multi-factor RSA Hardware Token Key FOB and registration.
2. RSA Hardware Token PIN creation/registration at the RSA Self-Service Console.
3. Test PIN and Hardware Token Key Fob.
4. Check Pulse Secure version an add URL Connection information.



STOP - Read the Following:

Congratulations!!

Your hardware token has been assigned. You will need to set a PIN for your token in order to begin using it.

Step 1: Create Your Hardware Token PIN

Please view all slides prior to executing instructions.

To set your PIN, go to the Self-Service Console (<https://rsaweb.vsu.edu>) and login with your Active Directory username (standard user, not elevated). When prompted for Authentication Method, select 'Password'. Depending on the browser you are using, you may see a notice that 'There is a problem with this website's security certificate' or 'Your connection is not secure'. In this case, select the 'Continue to this website' or 'Advanced' option. If prompted, add an exception for the site's security certificate.

Once in the Self-Service Console, verify that the Token Serial Number listed matches the number on the back of your hardware token key FOB. If the numbers do not match, please contact the system administrator.

Step 2: Test PIN and Token Key FOB

Next, use the link to 'Create PIN' or 'Change PIN'. Set a 4-8 digit PIN. Once you receive confirmation that your PIN has been set successfully, return to the Self-Service Console and next to 'Key Fob', click the 'test' link. To test your token, enter your username in the 'User ID' field. In the 'Passcode' field, first type your **PIN** followed by the **6-digit code displayed on your Token Key FOB** (for example, if your PIN is 1234 and your token displays 753164, your Passcode would be '1234753164'). Next, click the 'Test' button. You should see a success screen. If the test fails, wait for the next token code and try again. If the test still fails, please contact the system administrator.

Step 3: Pulse Secure VPN Configuration

To use your token to authenticate to the Pulse Secure VPN, you will need to **'add'** a new connection entry in the Pulse Secure Client. The 'Name' will be **VSU VPN RSA** and the 'Server URL' for the new connection should be: <https://secure.vsu.edu/securid-rsa>

RSA Self-Service Console Step 1: Create Hardware Token PIN

Using Internet Explorer or Chrome browser you may access the portal at <https://rsaweb.vsu.edu>

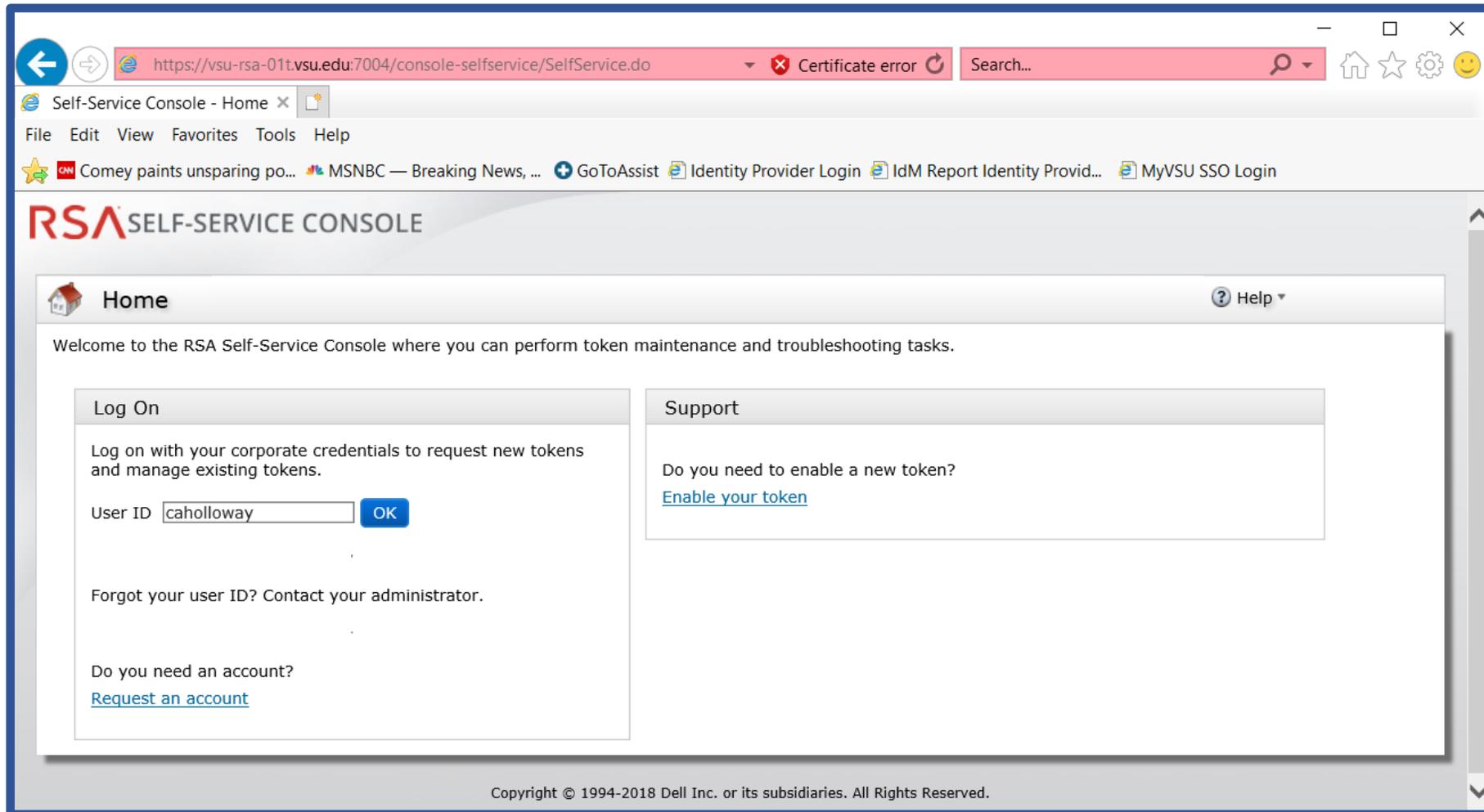
Log on screen to portal to the right:

Enter your assigned Active Directory credentials

Example:

[caholloway](#)

Select "OK"



The screenshot shows a web browser window with the URL <https://vsu-rsa-01t.vsu.edu:7004/console-selfservice/SelfService.do>. The browser shows a 'Certificate error' warning. The page title is 'Self-Service Console - Home'. The browser's address bar contains the URL and a search icon. The page content includes a navigation menu with 'File', 'Edit', 'View', 'Favorites', 'Tools', and 'Help'. Below the menu are several tabs: 'Camey paints unsparing po...', 'MSNBC — Breaking News, ...', 'GoToAssist', 'Identity Provider Login', 'IdM Report Identity Provid...', and 'MyVSU SSO Login'. The main content area is titled 'RSA SELF-SERVICE CONSOLE' and has a 'Home' header with a 'Help' icon. The main text reads: 'Welcome to the RSA Self-Service Console where you can perform token maintenance and troubleshooting tasks.' There are two main sections: 'Log On' and 'Support'. The 'Log On' section contains the text: 'Log on with your corporate credentials to request new tokens and manage existing tokens.' Below this is a form with 'User ID' containing the text 'caholloway' and an 'OK' button. Below the form is the text: 'Forgot your user ID? Contact your administrator.' At the bottom of the 'Log On' section is the text: 'Do you need an account?' with a link 'Request an account'. The 'Support' section contains the text: 'Do you need to enable a new token?' with a link 'Enable your token'. The footer of the page reads: 'Copyright © 1994-2018 Dell Inc. or its subsidiaries. All Rights Reserved.'

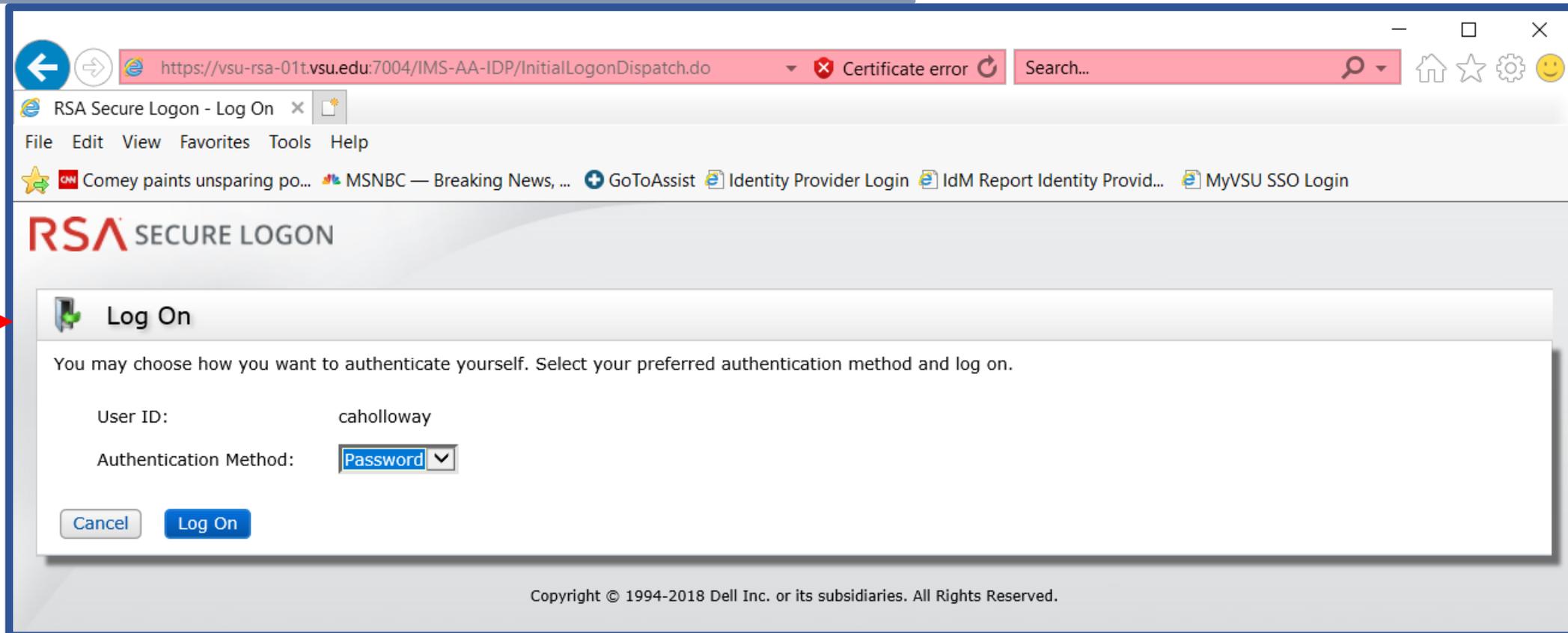
RSA Self-Service Console

RSA Secure Logon

Logon

Authentication Method: Select **“Password”** from drop down

Select **“Log On”**



https://vsu-rsa-01t.vsu.edu:7004/IMS-AA-IDP/InitialLogonDispatch.do Certificate error Search...

RSA Secure Logon - Log On

File Edit View Favorites Tools Help

Comey paints unsparing po... MSNBC — Breaking News, ... GoToAssist Identity Provider Login IdM Report Identity Provid... MyVSU SSO Login

RSA SECURE LOGON

 Log On

You may choose how you want to authenticate yourself. Select your preferred authentication method and log on.

User ID: caholloway

Authentication Method: Password

Cancel Log On

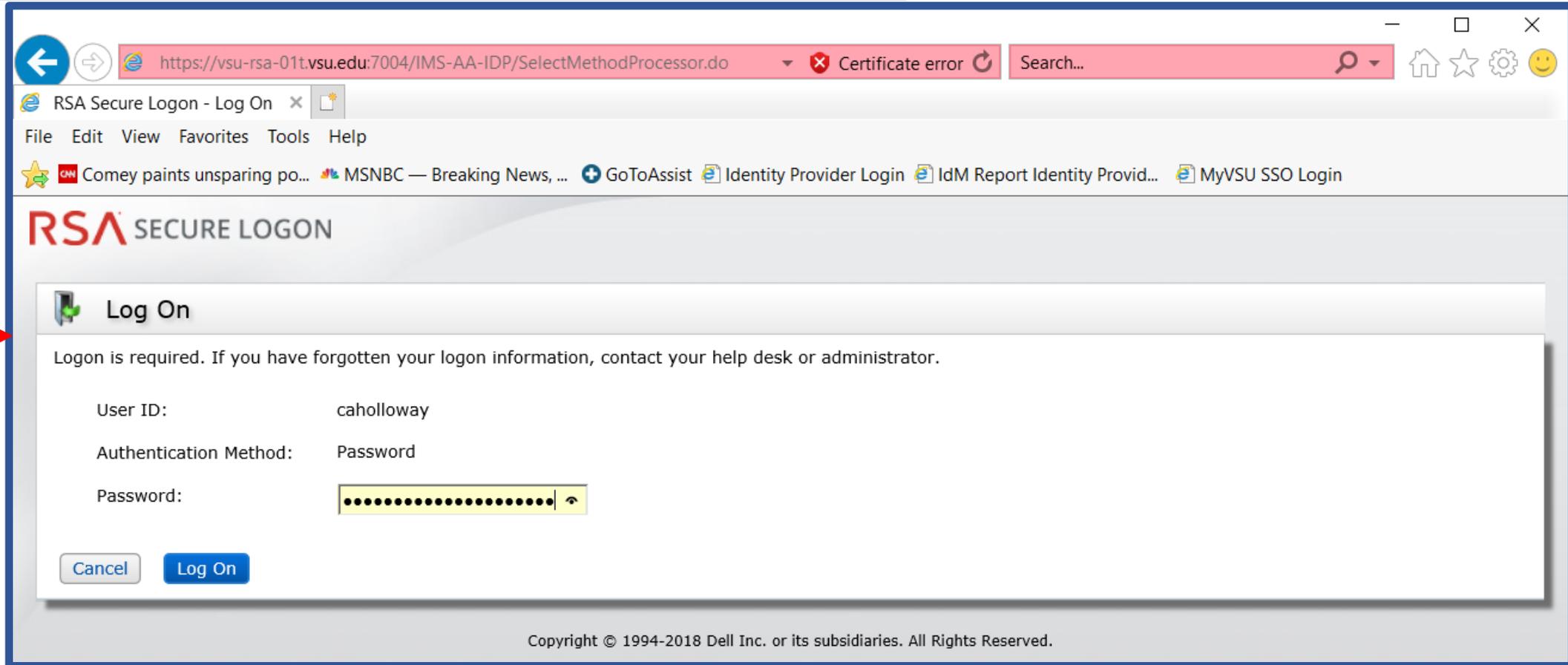
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RSA Self-Service Console

RSA Secure Logon

Enter your Active Directory Password

Select "Log On"



https://vsu-rsa-01t.vsu.edu:7004/IMS-AA-IDP/SelectMethodProcessor.do

Certificate error

Search...

RSA Secure Logon - Log On

File Edit View Favorites Tools Help

Comey paints unsparring po... MSNBC — Breaking News, ... GoToAssist Identity Provider Login IdM Report Identity Provid... MyVSU SSO Login

RSA SECURE LOGON

 Log On

Logon is required. If you have forgotten your logon information, contact your help desk or administrator.

User ID: caholloway

Authentication Method: Password

Password: [masked]

Cancel Log On

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RSA Self-Service Console
My Account
Create New PIN

Your hardware token serial number will have been assigned. *Check* to see that it matches the serial number on the back of the Key FOB. If not assigned, please contact the administrator.

Select **"Create PIN"**. ("*Change PIN*" will allow you to do the same function)

RSA SELF-SERVICE CONSOLE

Logged on as: **afranca** | [Log Off](#)

My Account ? Help

This page allows you to view your user profile and manage your authenticators. Certain edits to your account require administrator approval. You can also use this page to request authenticators and user group membership, and [view your request history](#).



Notes

You have not answered security questions that are used for emergency authentication. To answer them, click **set up** in the My Authenticators section.

My Authenticators

Tokens - [view SecurID token demo](#)

Key Fob

[View details, test, troubleshoot](#)

Token Serial Number:

000415124527

PIN:

created on Mar 20, 2019 3:02:02 PM EDT [Change PIN](#)

Expires On:

Apr 29, 2021 8:00:00 PM EDT [request replacement](#)



On-Demand Authentication

Security Questions - [set up](#)

Not configured

Please set up your security questions and answers

My Profile

Personal Information

First Name: Anthony
Middle Name:
Last Name: Franca
User ID: afranca
E-mail: afranca@vsu.edu
Certificate DN:
Account Creation Date: Mar 19, 2019 6:02:31 PM EDT
Mobile Number: 571-969-5241



RSA Self-Service Console
 Create New PIN
(Enter a 4-8 character PIN using alpha or numeric characters or a combination of both)

Complete the following steps marked required *:

Select **"Save"**



RSA SELF-SERVICE CONSOLE

 Create PIN

* Required Field

Create PIN

Enter and confirm your new PIN. Remember this PIN. It is required during each logon.

Create New PIN: *

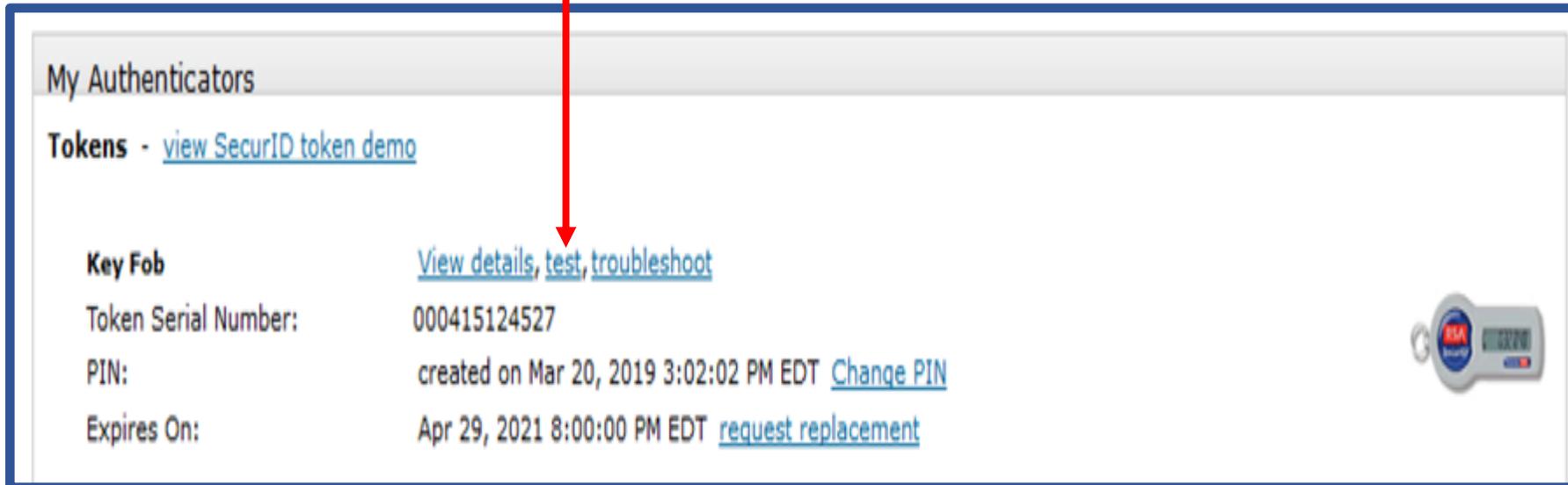
Your PIN must be between 4 and 8 characters long

Confirm New PIN: *

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RSA Self-Service Console
Step 2: Test Your PIN & Token Key
FOB

Select **“test”**



My Authenticators

Tokens - [view SecurID token demo](#)

Key Fob	View details, test, troubleshoot
Token Serial Number:	000415124527
PIN:	created on Mar 20, 2019 3:02:02 PM EDT Change PIN
Expires On:	Apr 29, 2021 8:00:00 PM EDT request replacement

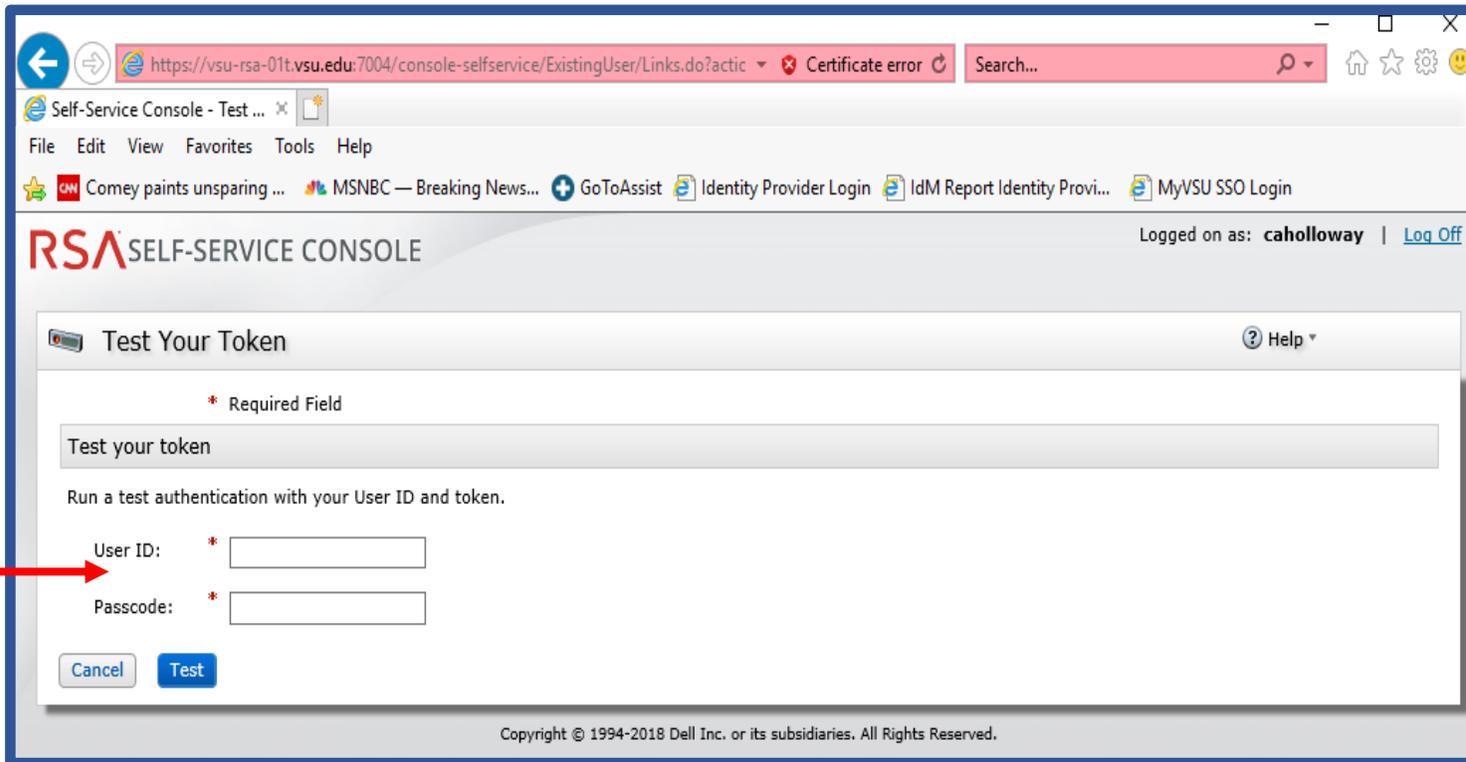


RSA Self-Service Console

Test Your PIN & Token Key FOB

Enter Your “User ID”:
(*ex: caholloway*)

Enter “Passcode” with
Your PIN and the
Token Code from Your
Key FOB with no
spaces.
Select “Test”



Self-Service Console - Test ...

File Edit View Favorites Tools Help

Comey paints unsparring ... MSNBC — Breaking News... GoToAssist Identity Provider Login IdM Report Identity Provi... MyVSU SSO Login

RSA SELF-SERVICE CONSOLE Logged on as: **caholloway** | [Log Off](#)

 Test Your Token ? Help

* Required Field

Test your token

Run a test authentication with your User ID and token.

User ID: *

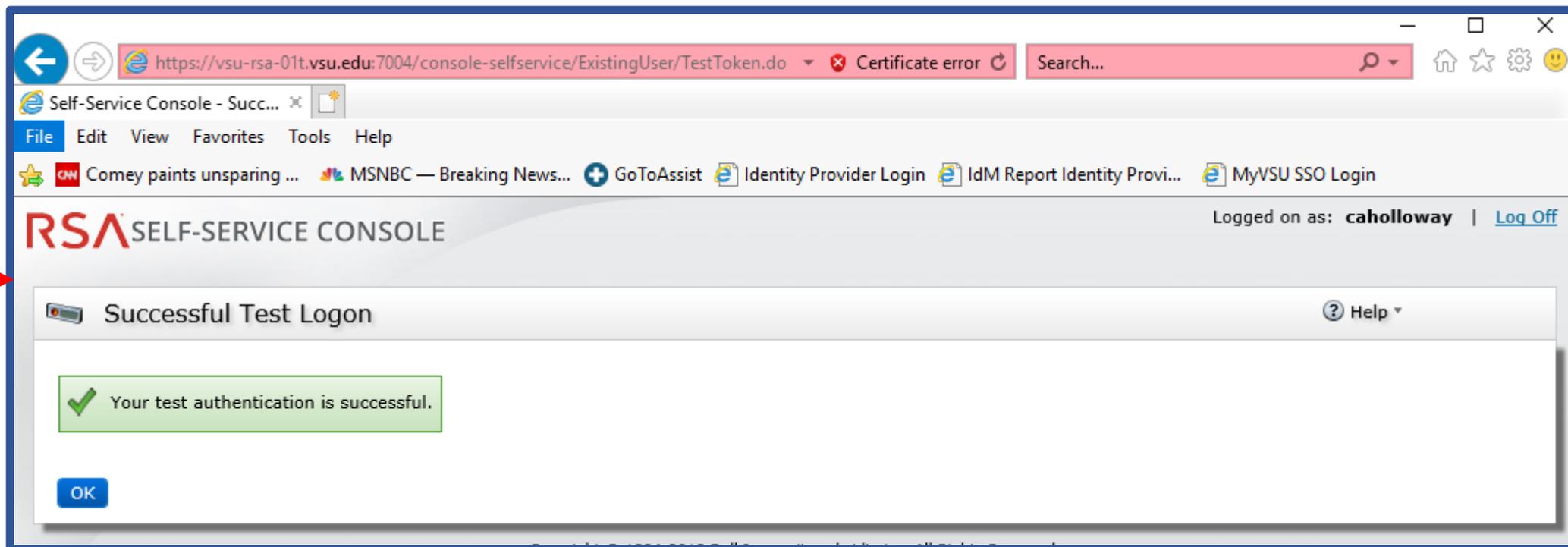
Passcode: *

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RSA Self-Service Console

Successful Test will display in the following screen:

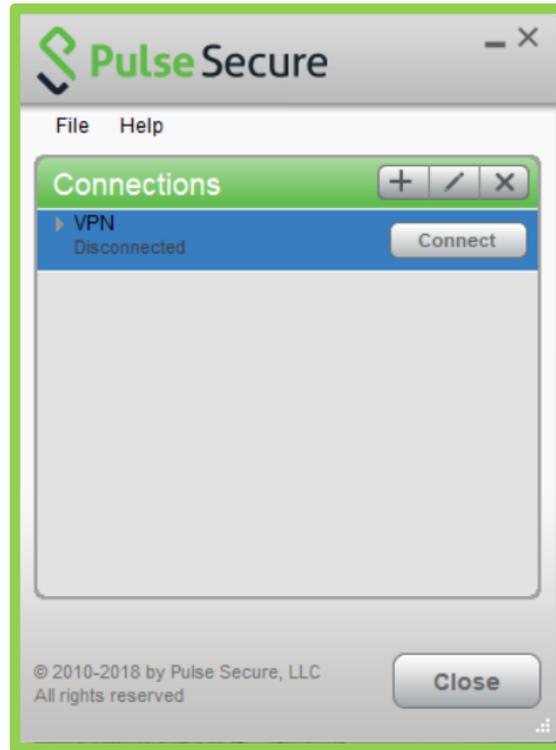


Pulse Secure Client Step 3: VPN Software Configuration

Select the Pulse Secure
Client Icon on your desktop:



Check under **“Help”**
Then **“About”** to make sure
your version installed is
9.0.3 (1599) or later.



Pulse Secure Client
Edit Connection

Select **"File"**
Select **"Connections"**
Select **"Add"**



Pulse Secure Client Add Connection

Enter Name:
VSU VPN RSA

Enter the Server URL
information to the
following.

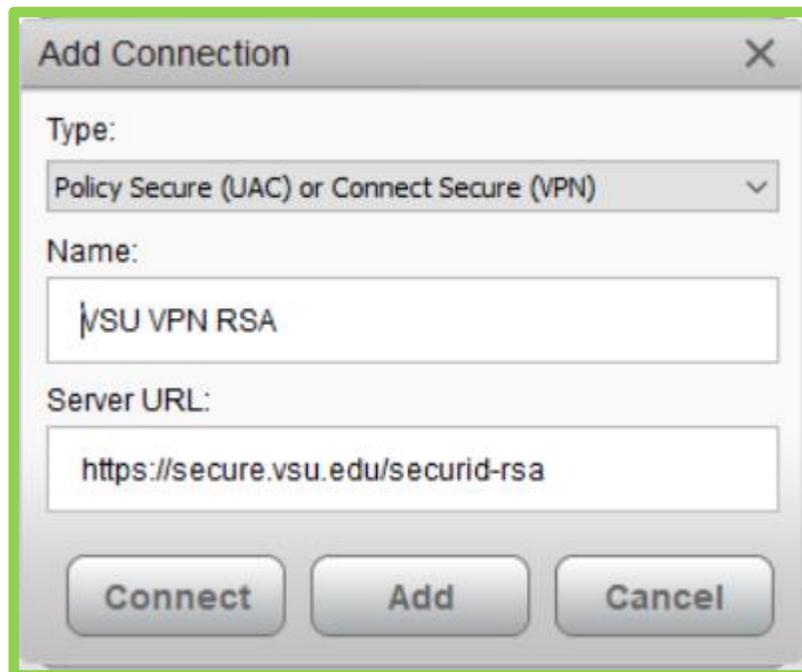
Server URL:

[https://secure.vsu.edu/sec
urid-rsa](https://secure.vsu.edu/sec
urid-rsa)

Select "Add"

Your Pulse Secure
Connections List should
appear as displayed.

New URL:



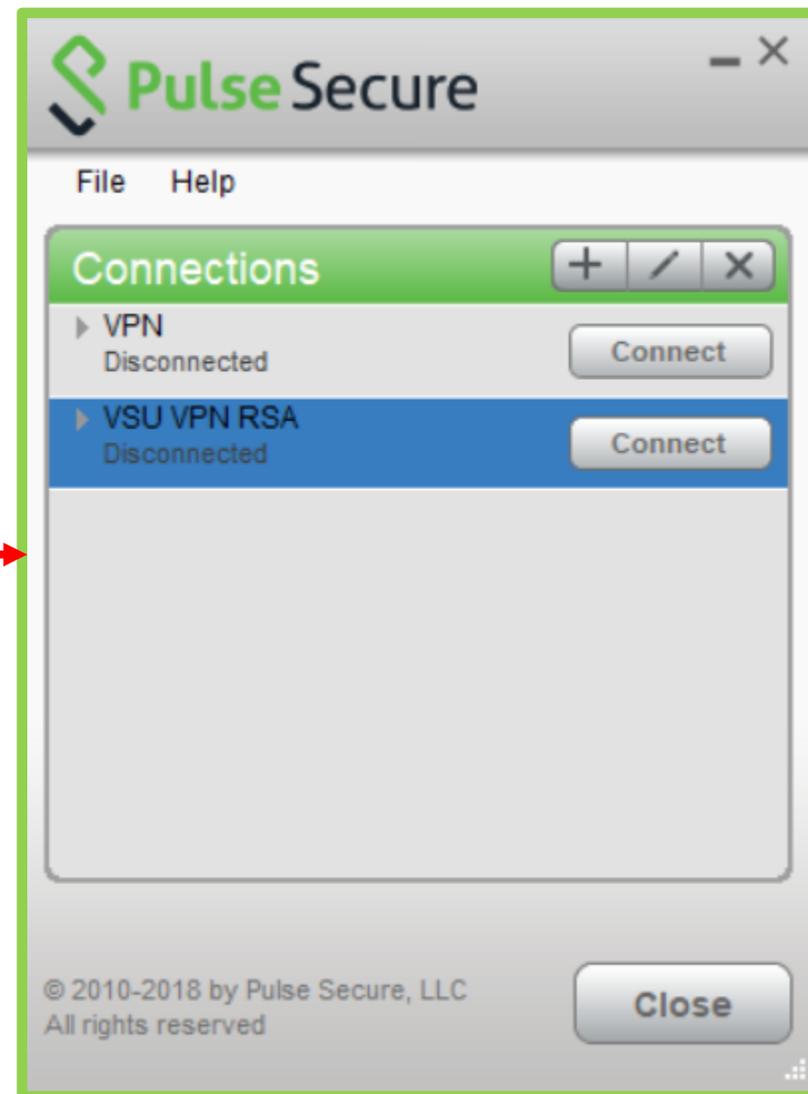
Add Connection

Type:
Policy Secure (UAC) or Connect Secure (VPN)

Name:
VSU VPN RSA

Server URL:
https://secure.vsu.edu/securid-rsa

Connect Add Cancel



Pulse Secure

File Help

Connections

VPN
Disconnected
Connect

VSU VPN RSA
Disconnected
Connect

Close

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New Connection Screen When Using RSA

Pulse Secure Client VPN Logon

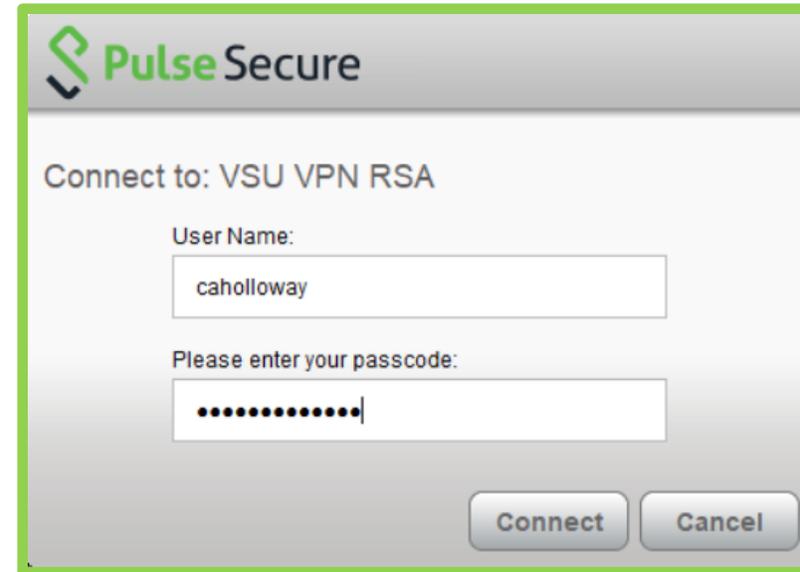
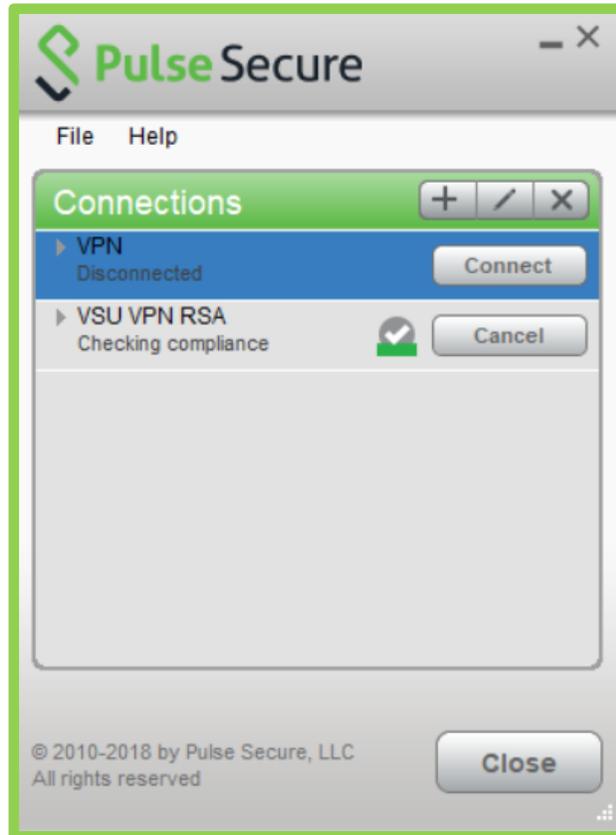
Select the Pulse Secure
Client Icon on your desktop:



Enter "User Name:"

Enter "Please enter your
passcode:"

(Type your PIN + 6Digits
from the RSA Token Key FOB
with no spaces)



*Technology Services
Securing Academic
Data On The Move*



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