

# OTP SOFTWARE TOKEN

## Activation Guide

V1.0.6

This document is only valid in the latest version.

**ROHDE & SCHWARZ**

Make ideas real



# 1 Before you start...

## Check the following:

- You have access to your Rohde & Schwarz email account
- You have received the activation email containing the QR code from IT-Service Desk
- You have a smartphone running Android or iOS (either an R&S managed or a private device)
- Please note that the activation period is limited to 14 days starting from the day your token got assigned to your user. **If the token is not activated during the 14 days, it will be automatically unassigned.**

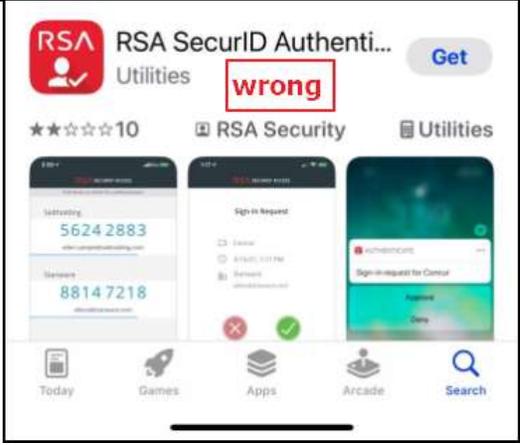
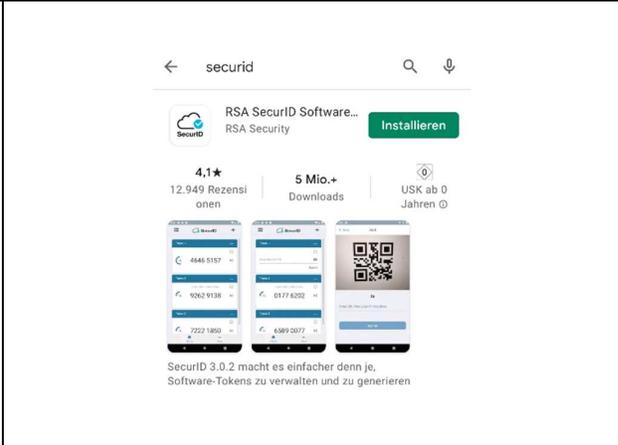
# 2 How to activate your software token:

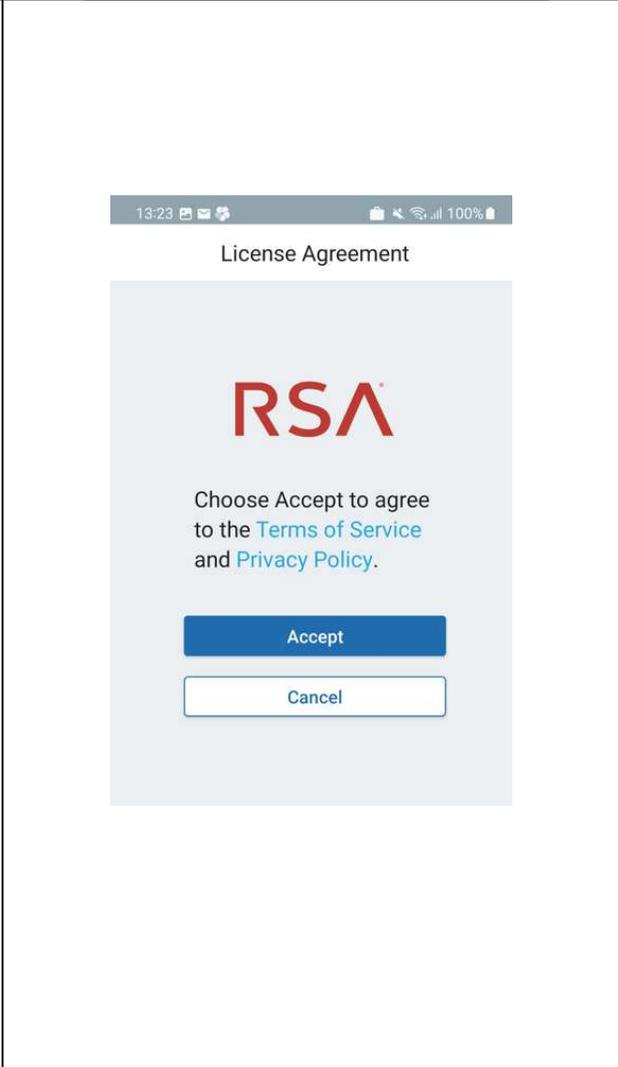
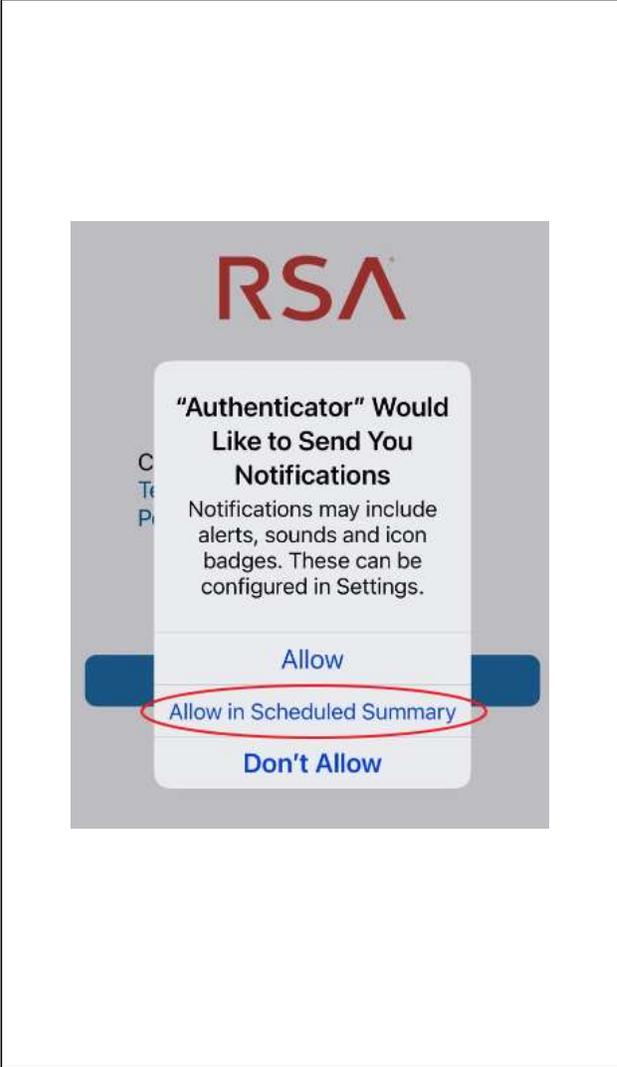
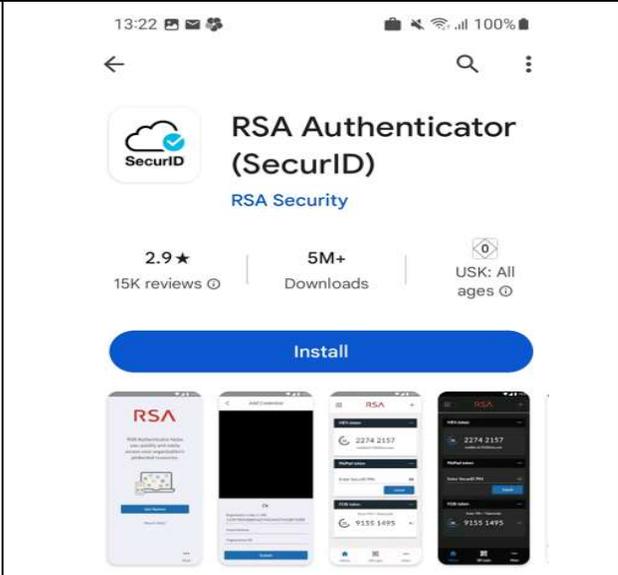
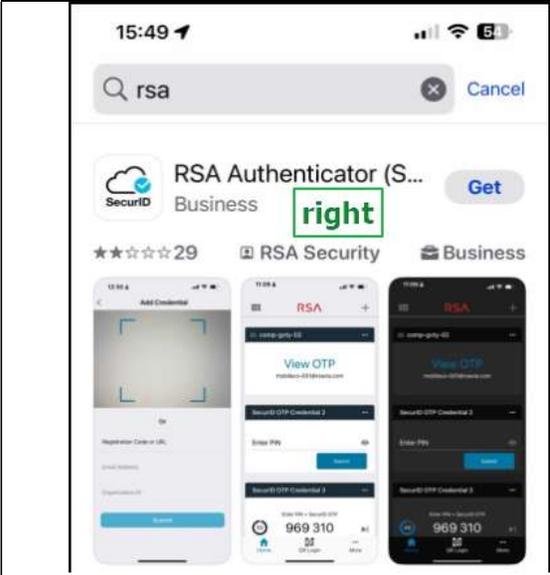
Apple/ iOS 	Android 
---	--

Download the app “RSA SecurID Software Token” from an AppStore according to your operating system

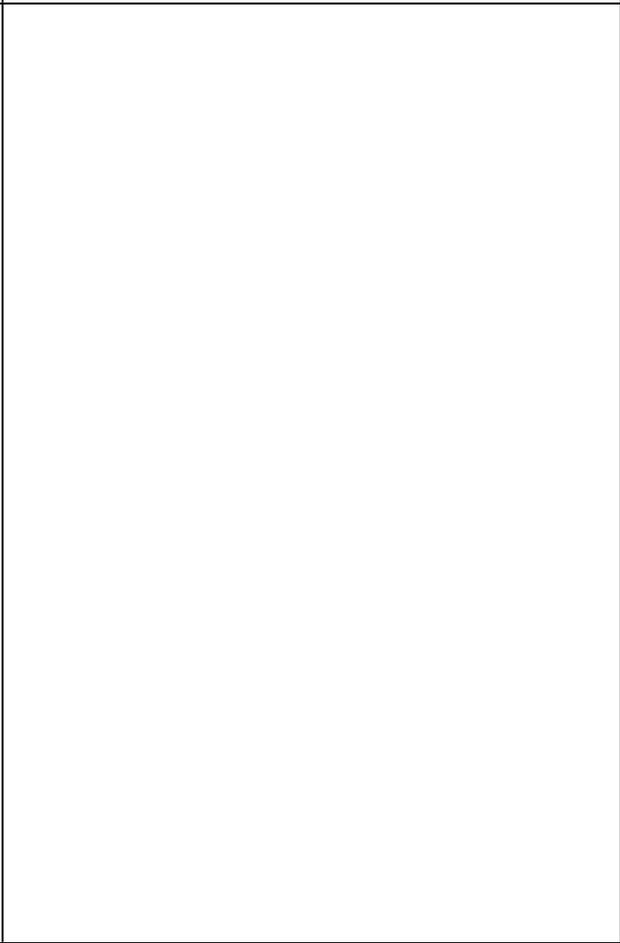
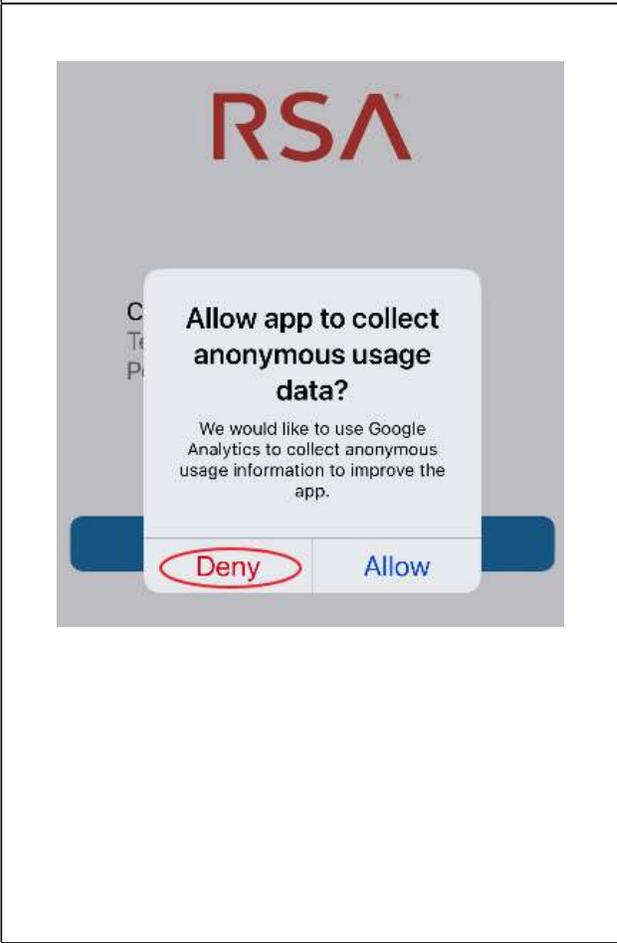
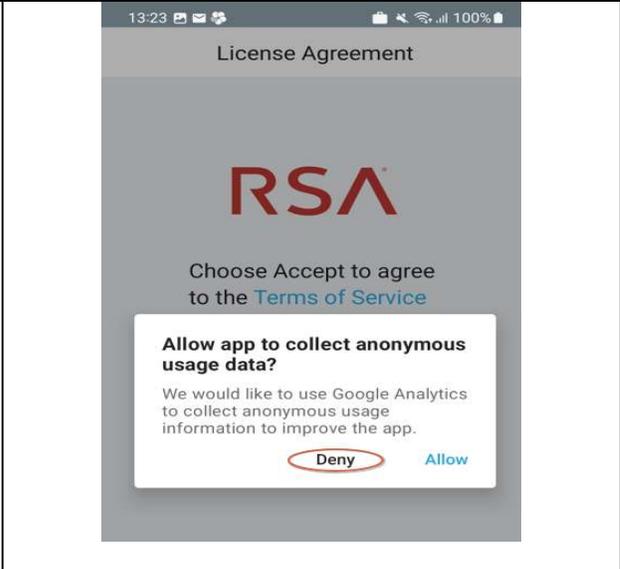
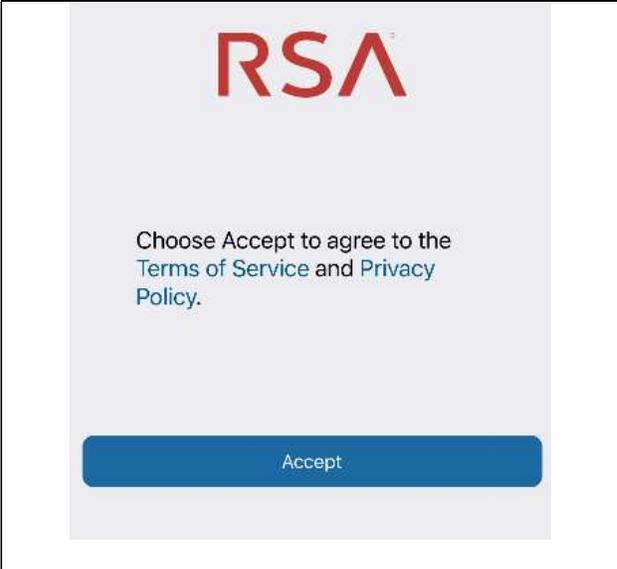


## Open it

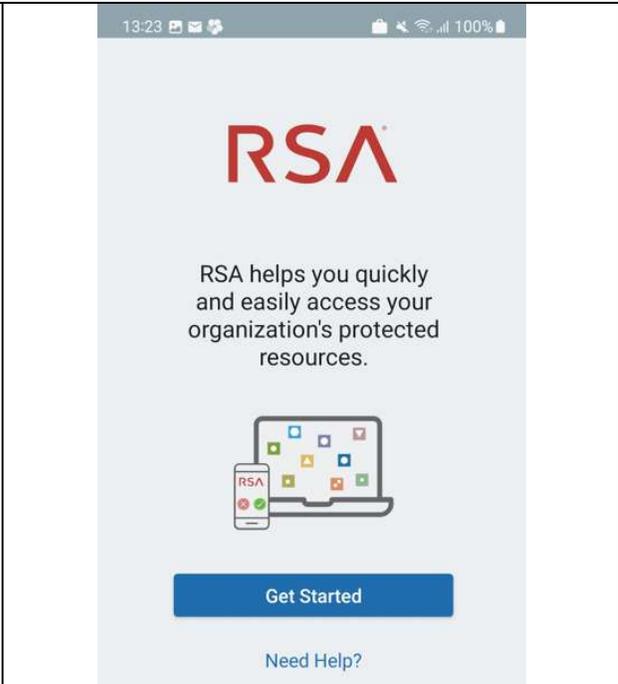
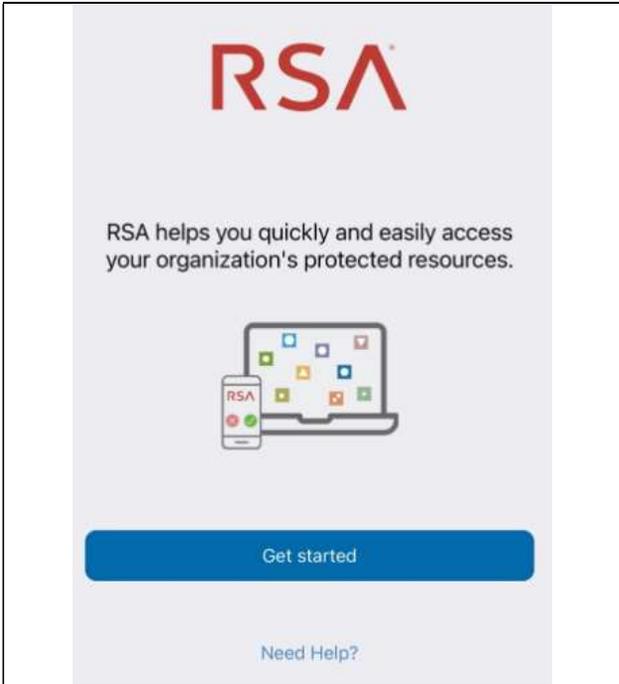
	
---	--



**Confirm license agreements**



Import token

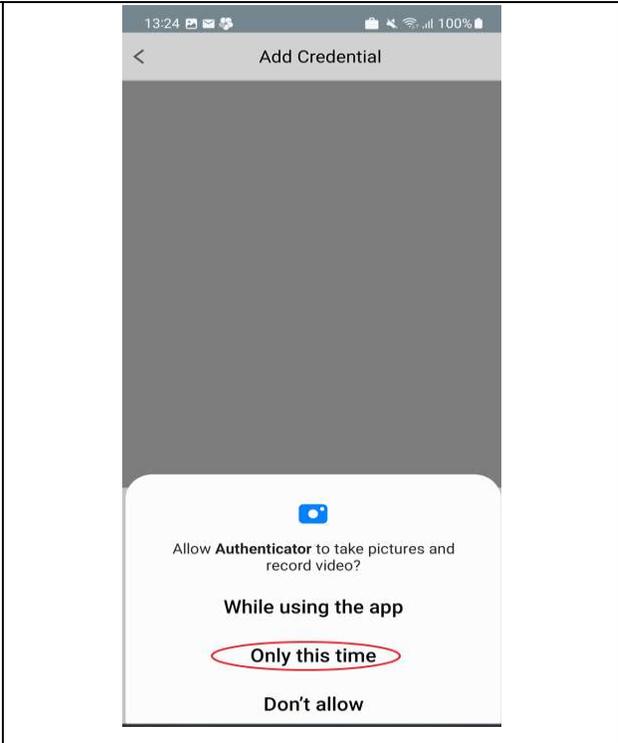
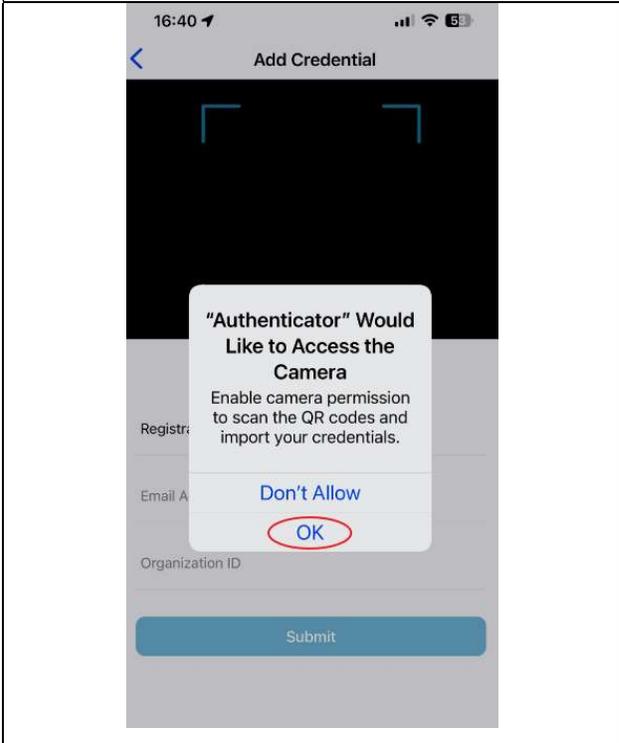


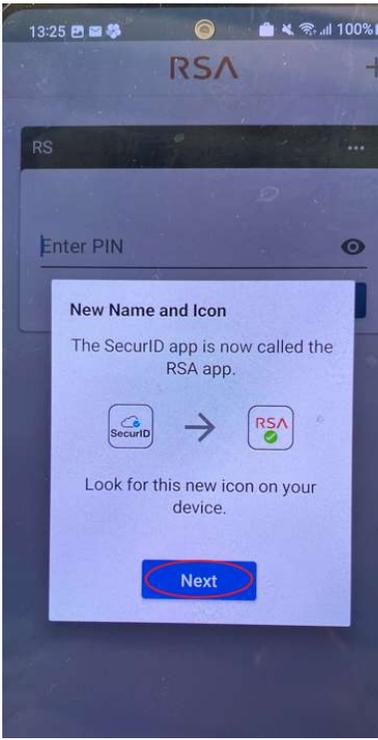
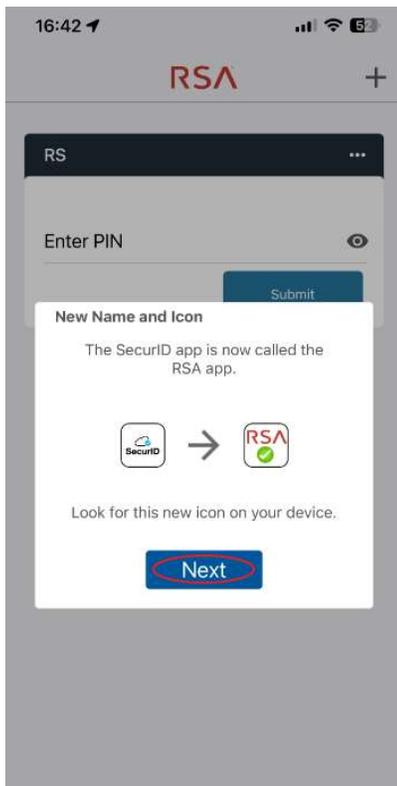
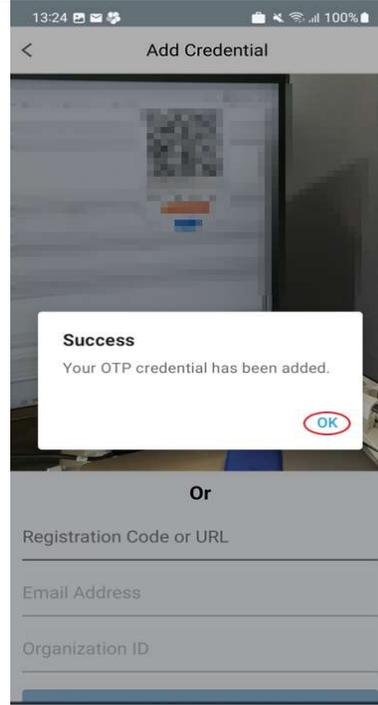
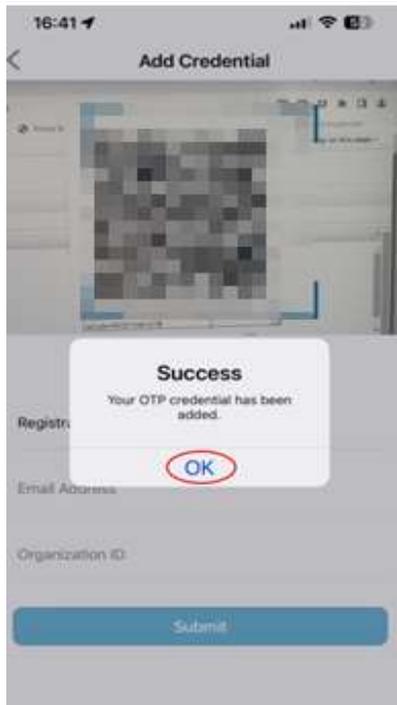
**Go to Outlook and open the activation email with QR code**

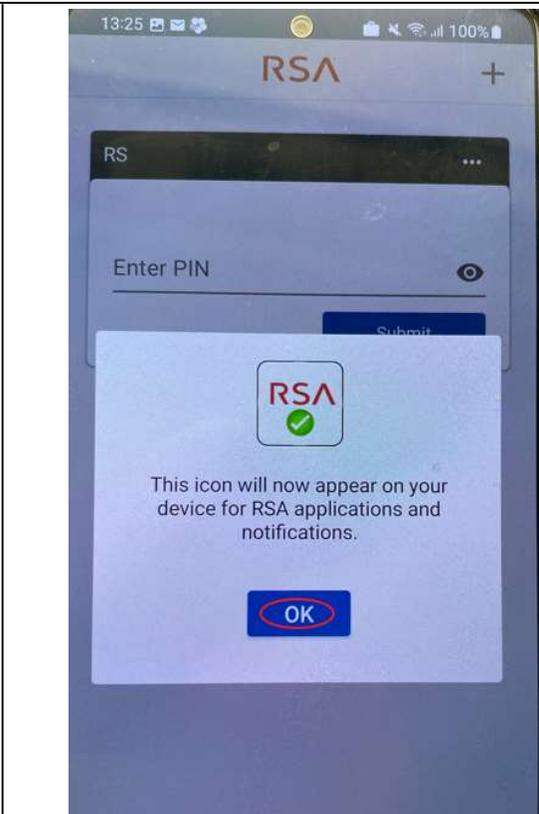
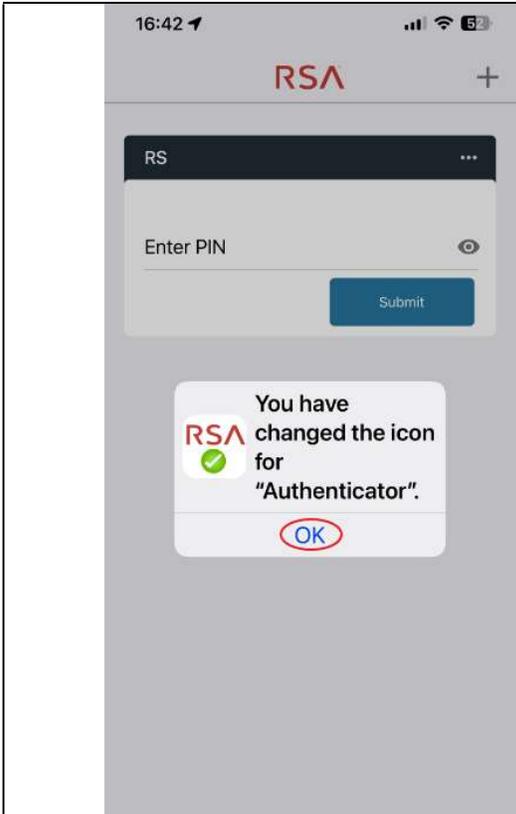


**Scan QR code**

**(if it doesn't work try to enter the link/import URL given in the email)**





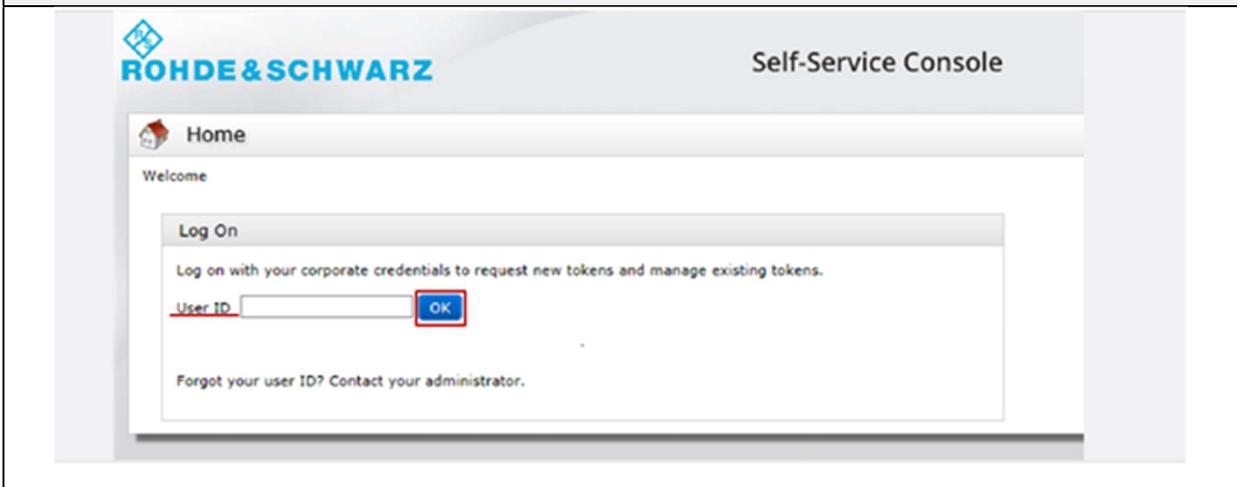


**Great job!**

**Now, secure your software token by setting a PIN.**

**Therefore go to our Self Service Console: <https://otptoken.rohde-schwarz.com>**

**Log in with your Windows Account**



**Enter your Windows Password**



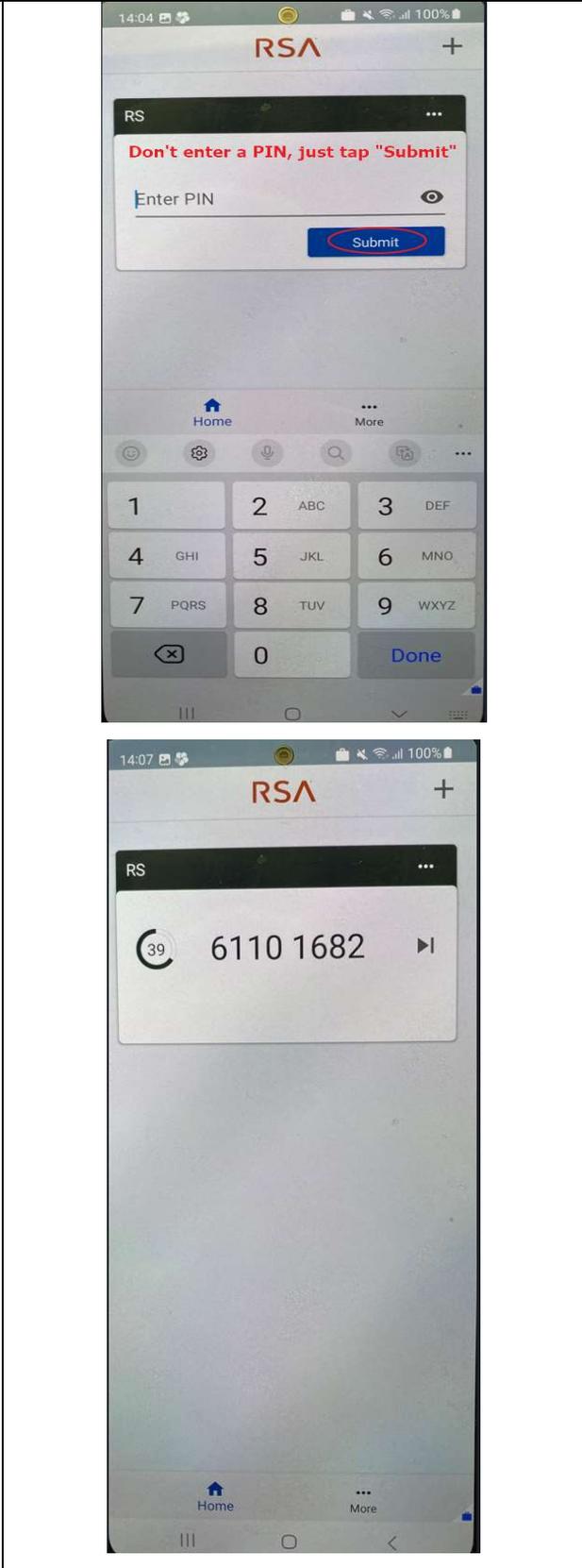
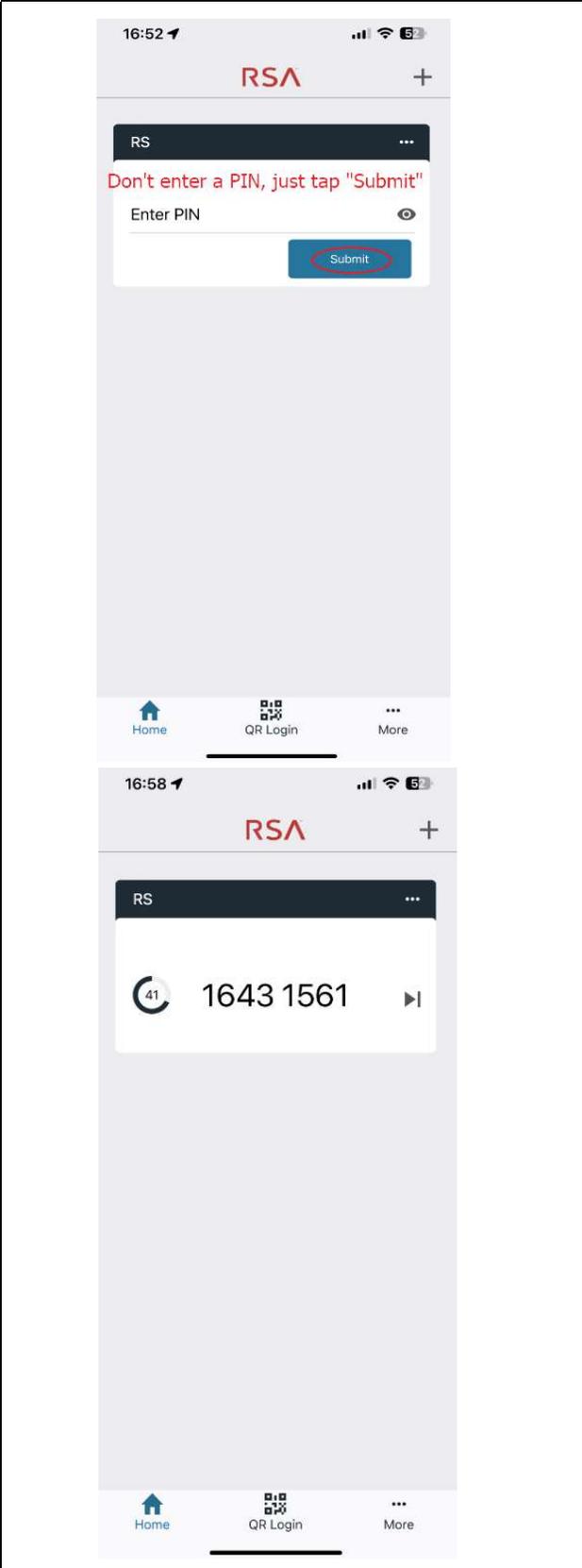
### Log On

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

User ID:

Password:

**Go back to the app on your phone  
Tap the arrow/submit button and don't provide a pin**



**Go back to the Self Service Console:**  
**Enter this code in the field "Passcode"**  
**Press "Log On"**

 **SecurID** SECURE LOGON

 **Log On**

Log on with your RSA SecurID passcode. If you have lost your token, contact your help desk or administrator.

Log On

User ID:

Authentication Method: Passcode

Passcode:

.....

[What's a valid passcode?](#)

Enter here the 8 digit code you got from your phone app

Cancel

Log On

**Now create your own PIN.**

**Do not begin with a "0"!**

**Choose 4-8 digits**

**Type it in the fields as shown below:**

 **SecurID** SECURE LOGON

 **New RSA SecurID PIN Required**

Either you do not have a PIN yet, or security policy requires a PIN change.

If you are prompted to enter your next tokencode, wait until the tokencode (the number on your RSA SecurID token) changes, then enter that new tokencode.

**Note:** It may take a minute or more for the tokencode to change.

Create New PIN

New PIN:

....

[What is a valid pin?](#)

Confirm New PIN:

....

Next Tokencode: \*

.....

Wait till the 8 digit code, in your phone app, has changed and type it in the "Next Tokencode"-field.

Cancel

OK

**If it took too long and your phone app doesn't show anymore a Tokencode, please close the app restart it and tap again on "Submit" (without entering a PIN) to get the next Tokencode.**

**Remember your PIN!!**

**Congratulations!**

**Your device is all set up.**

**You can now authenticate yourself using both your PIN and the software token.**

In the Self-Service Console you can “test” if everything is working fine.

## SecurID SELF-SERVICE CONSOLE

### My Account

This page allows you to view your user profile and manage your authenticators. Certain edits to your account require administrator approval.

#### My Authenticators

Tokens - [view SecurID token demo](#)

<b>iOS URL</b>	<a href="#">View details</a> <b>test</b>
Token Serial Number:	000506301315
PIN:	created on 14.11.2023 17:09:32 MEZ <a href="#">Change PIN</a>
Expires On:	30.06.2024 02:00:00 MESZ



First close your app at your phone and restart it.

Now type in your created 4-8 digit PIN and tap “Submit”

You'll get a 8 digit Passcode which you type in the “Passcode:”-field and tap “Test”

## SecurID SELF-SERVICE CONSOLE

### Test Your Token

\* Required Field

Test your token

Run a test authentication with your User ID and token.

User ID: \*

Passcode: \*

If you typed in the correct User ID and Passcode you should see this screen

## SecurID SELF-SERVICE CONSOLE

### Successful Test Logon

Your test authentication is successful.

**Now you can use your new software token to authenticate where ever you need and a RSA Token is accepted.**

**Optional: Answer security questions for additional safety**

### 3 Need more help? Get in touch with us!

IT-Service Desk EMEA

+49 89 4129 11111

Mon-Thu: 7am – 6pm

Fri: 7am – 5pm (CET)

[IT-ServiceDesk@rohde-schwarz.com](mailto:IT-ServiceDesk@rohde-schwarz.com)

[Self-Service](#)

IT-Service Desk Asia/Pacific

+65 6307 0111

Mon-Fri: 8.30am – 6pm (SGT)

[IT-ServiceDesk.AP@rohde-schwarz.com](mailto:IT-ServiceDesk.AP@rohde-schwarz.com)

[Self-Service](#)

IT-Service Desk America

+1 410 910 7999

Mon-Fri: 7am – 7pm (EST)

[IT-ServiceDesk@rohde-schwarz.com](mailto:IT-ServiceDesk@rohde-schwarz.com)

[Self-Service](#)