

Set up the one-time password (TOTP token) Hardwaretoken

Example image of a hardware token:



1. Open the website <https://mfa.dkfz.de> on your computer and login with your DKFZ username and password.

A screenshot of the DKFZ MFA Portal login page. The page has a header with the DKFZ logo and a link to 'Anmelden'. Below the header, there is a light blue box with the text 'Bitte geben Sie Ihren Benutzernamen und Ihr Passwort ein, um sich anzumelden.' and a small 'x' icon. The main content area is titled 'dkfz. Deutsches Krebsforschungszentrum · MFA Portal'. It contains a login form with a 'userid' label, a password field with masked characters, and an 'Anmelden' button. The form is highlighted with a red border.

2. Then, you are asked for a code.

For this, use the following explanation:

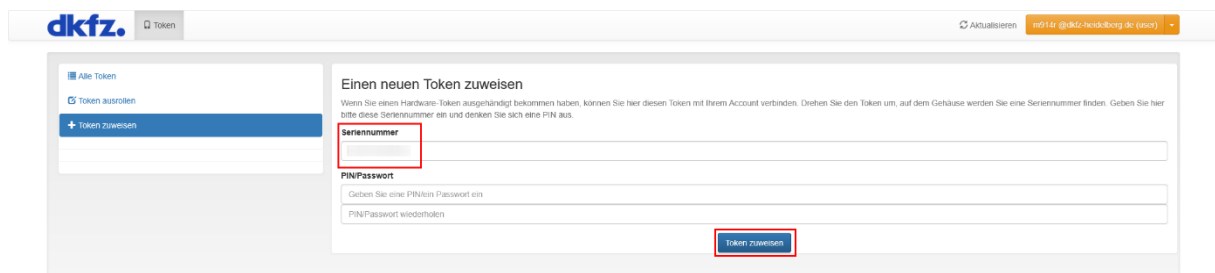
For new employees	For employees with an old 2-factor-token
Enter the registration code you got (e.g. in the letter containing your initial login details). <i>Attention: The registration code can only be used once!</i>	Enter the 6-digit-code from your existing token. <i>Info: After successful setup, the existing hardware token can continue to be used.</i>

A screenshot of the DKFZ MFA Portal code entry page. The page has a header with the DKFZ logo and a link to 'Anmelden'. Below the header, there is a light blue box with the text 'Bitte bestätigen Sie mit einem dieser Token:'. The main content area is titled 'Antwort' and contains a code entry field with masked characters and an 'Anmelden' button. The form is highlighted with a red border.

3. After a successful login, this site will be displayed. Click on "Assign Token" (German: "Token zuweisen") (left).



4. In the following, enter the serial number (located at the back of the hardware token) and click "Assign Token" (German: "Token zuweisen").



The setup of the hardware token is now finished.