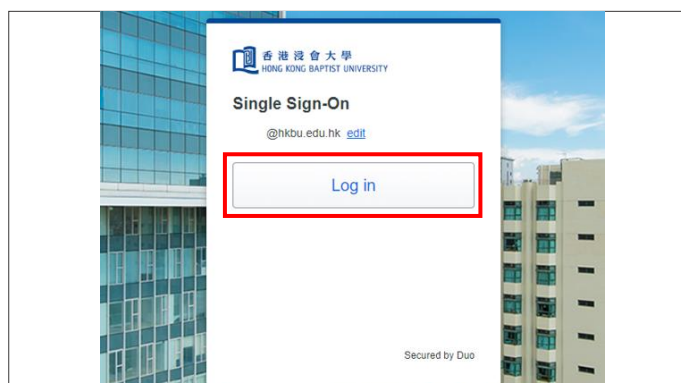


Rename Your Registered Device

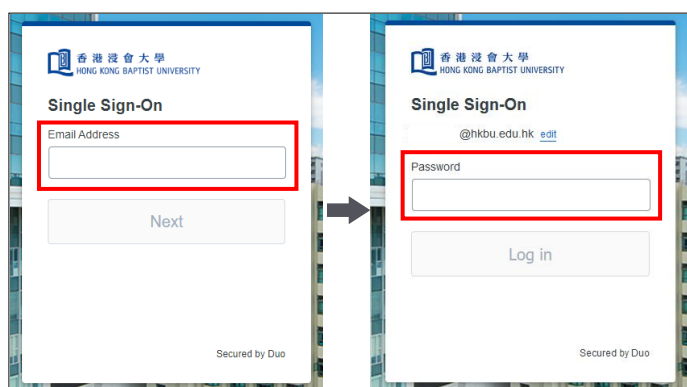
Go to MFA Self-Service Portal (SSP):

<https://hkbu.login.duosecurity.com/devices>

1 It is the direct link to the MFA SSP for pilot users. It will be updated to the index page after service production.

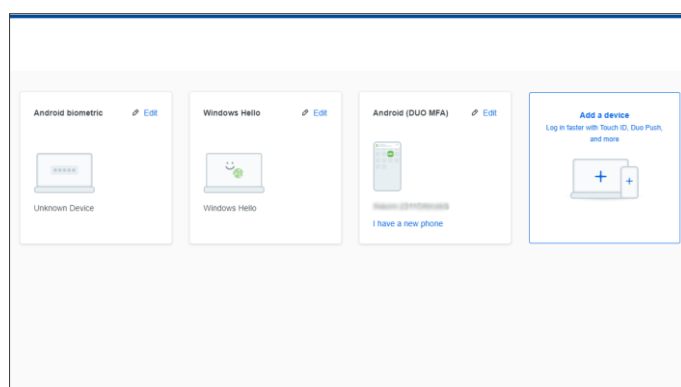


2a If you are using a device registered for Passwordless, you will see the screen above. Click '**Log in**' and follow on-screen instructions to continue.

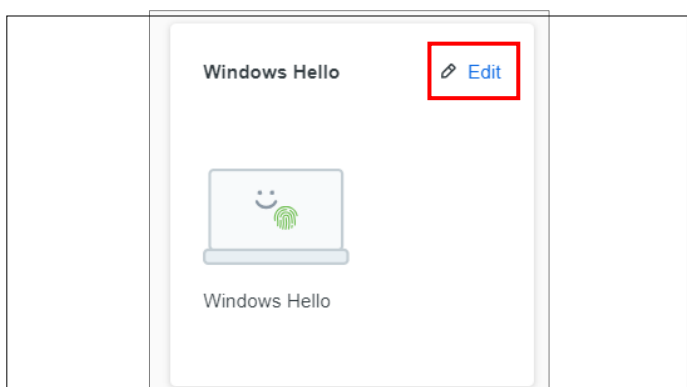


2b If you are using a device without registered for Passwordless, you will see the screen above.

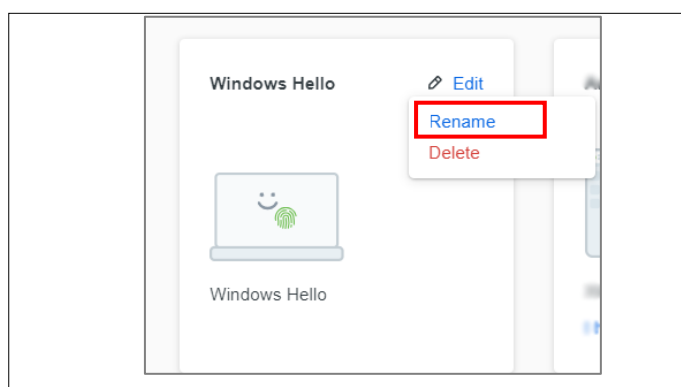
Enter your **HKBU Email Address** and **Password** (on the NEXT page). Then follow on-screen instructions to continue.



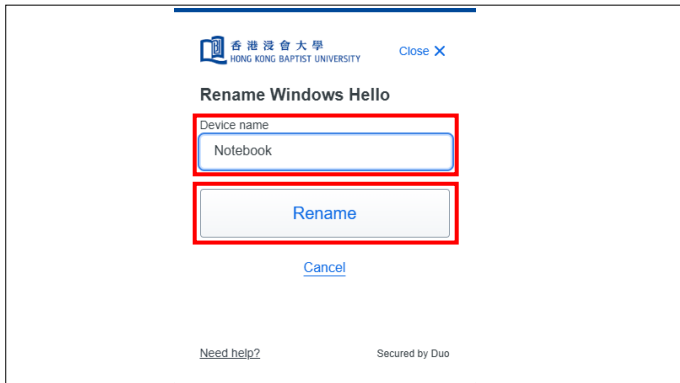
3 You will see all registered devices associated with your account after login the Duo Self-Service Portal.



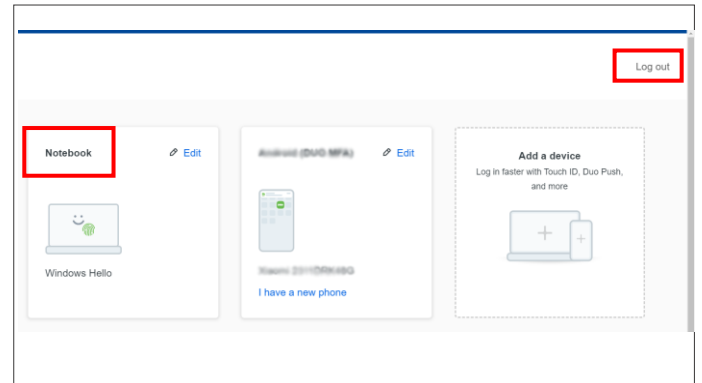
4 Click '**Edit**' on the top right corner of the registered device you want to rename.



5 Click '**Rename**' under '**Edit**' button.



6 Enter a new device name and click **'Rename'**.



7 The device name is changed. Click **'Log out'** to exit the Duo Self-Service Portal.