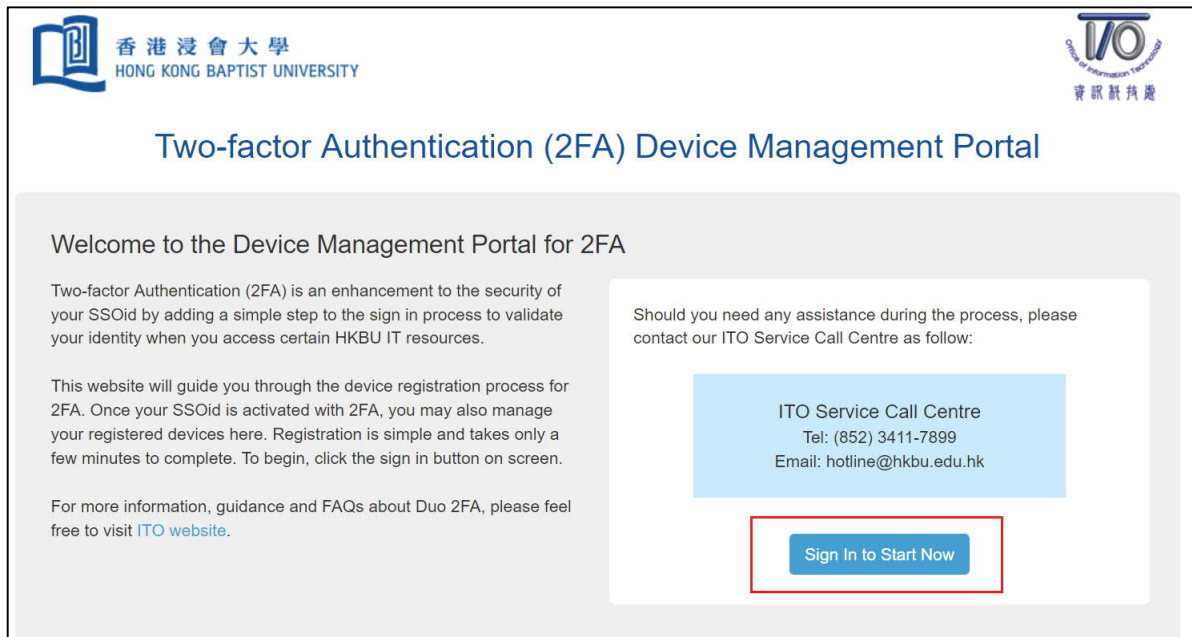


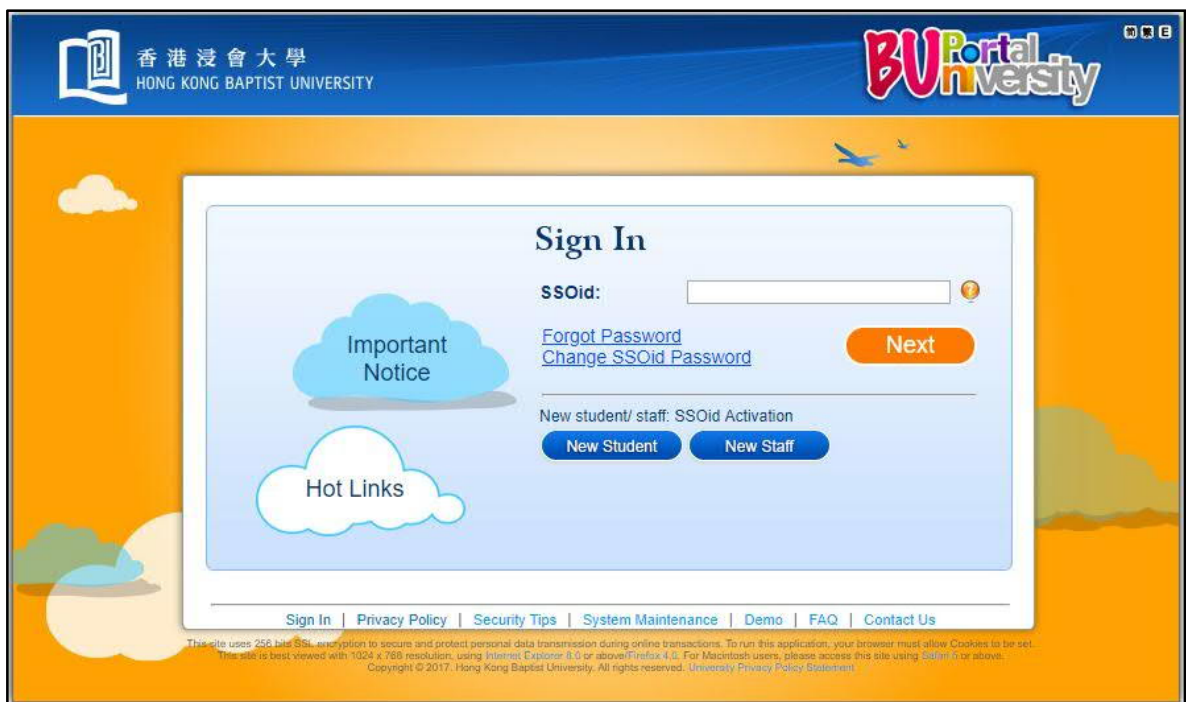
Register Your First Mobile Device

1. Go to [Device Management Portal](#) and click 'Sign In to Start Now' button.



The screenshot shows the 'Two-factor Authentication (2FA) Device Management Portal' for Hong Kong Baptist University. The page features the university's logo and the ITO Office of Information Technology logo. The main heading is 'Two-factor Authentication (2FA) Device Management Portal'. Below this, there is a welcome message: 'Welcome to the Device Management Portal for 2FA'. The text explains that 2FA is an enhancement to the security of the SSOid by adding a simple step to the sign-in process. It also states that the website will guide through the device registration process, which is simple and takes only a few minutes. A 'Sign In to Start Now' button is highlighted with a red box. On the right side, there is a contact information box for the ITO Service Call Centre, including the phone number (852) 3411-7899 and the email hotline@hkbu.edu.hk.

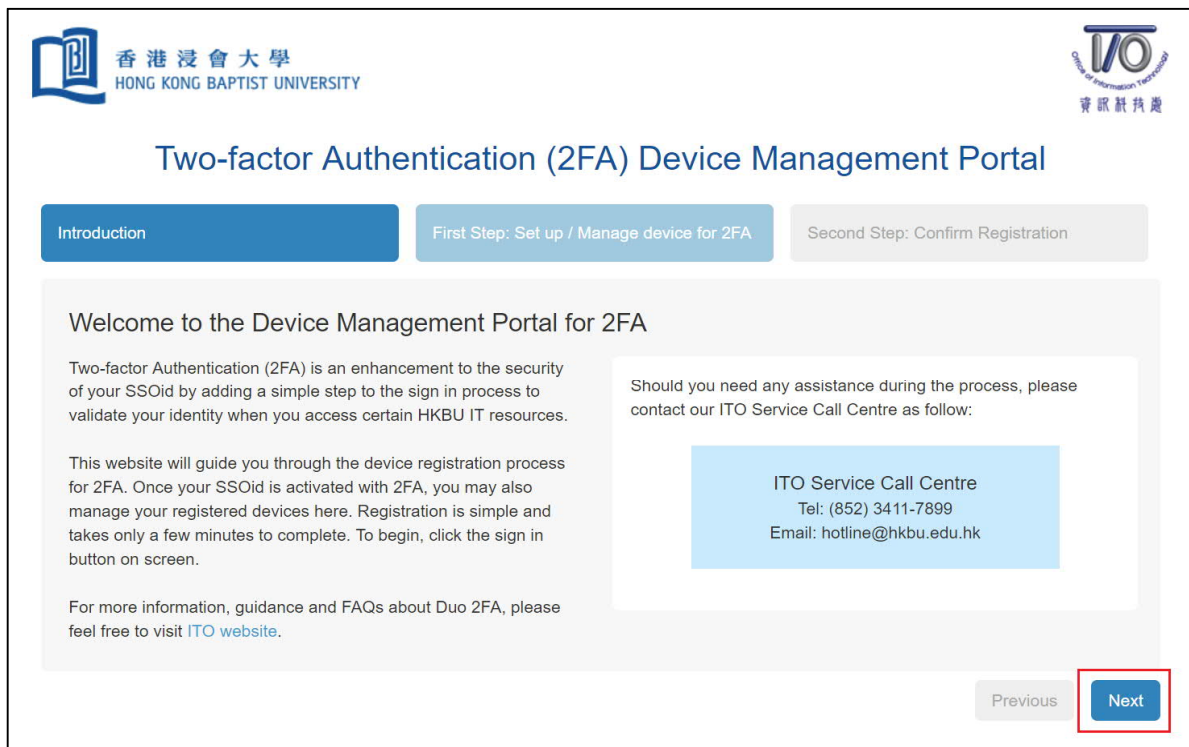
2. Due to security reasons, please sign in again using your SSOid and password.



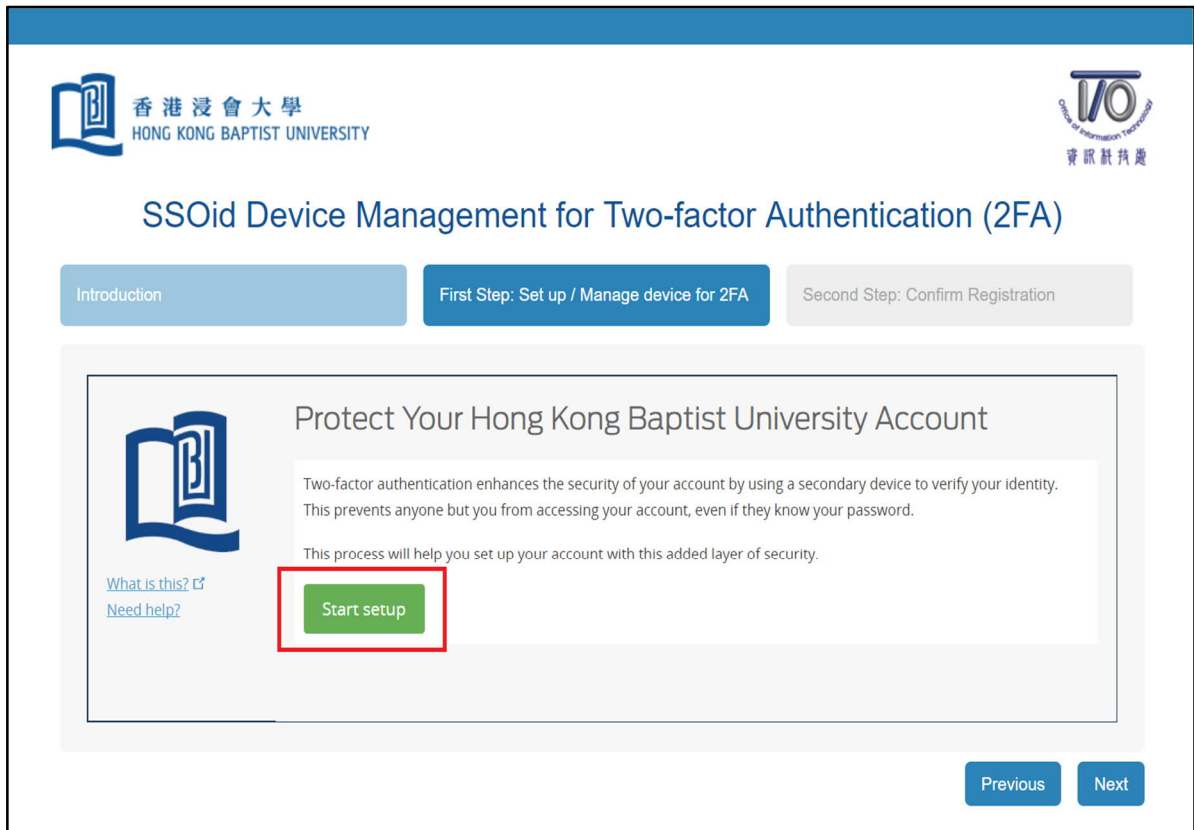
The screenshot shows the 'BU Portal University' sign-in page. The page features the university's logo and the 'BU Portal University' logo. The main heading is 'Sign In'. Below this, there is a form with an 'SSOid' input field and a 'Next' button. There are also links for 'Forgot Password' and 'Change SSOid Password'. Below the form, there are buttons for 'New Student' and 'New Staff'. On the left side, there are 'Important Notice' and 'Hot Links' sections. At the bottom, there is a footer with links for 'Sign In', 'Privacy Policy', 'Security Tips', 'System Maintenance', 'Demo', 'FAQ', and 'Contact Us'. The footer also contains a disclaimer: 'This site uses 256-bit SSL encryption to secure and protect personal data transmission during online transactions. To run this application, your browser must allow Cookies to be set. This site is best viewed with 1024 x 768 resolution, using Internet Explorer 8.0 or above/Firefox 4.0. For Macintosh users, please access this site using Safari 6 or above. Copyright © 2017, Hong Kong Baptist University. All rights reserved. University Privacy Policy Statement'.



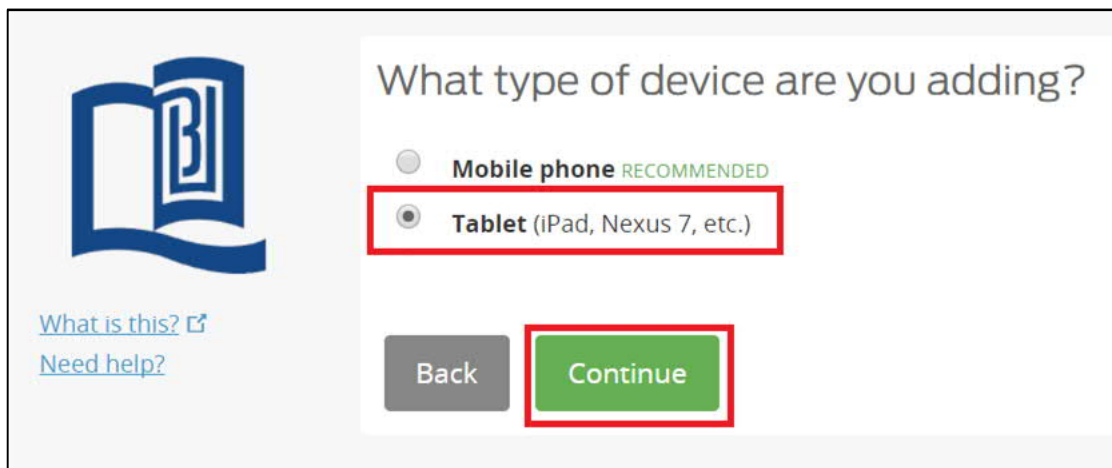
3. Read the welcome message and click 'Next' on lower right side to proceed.



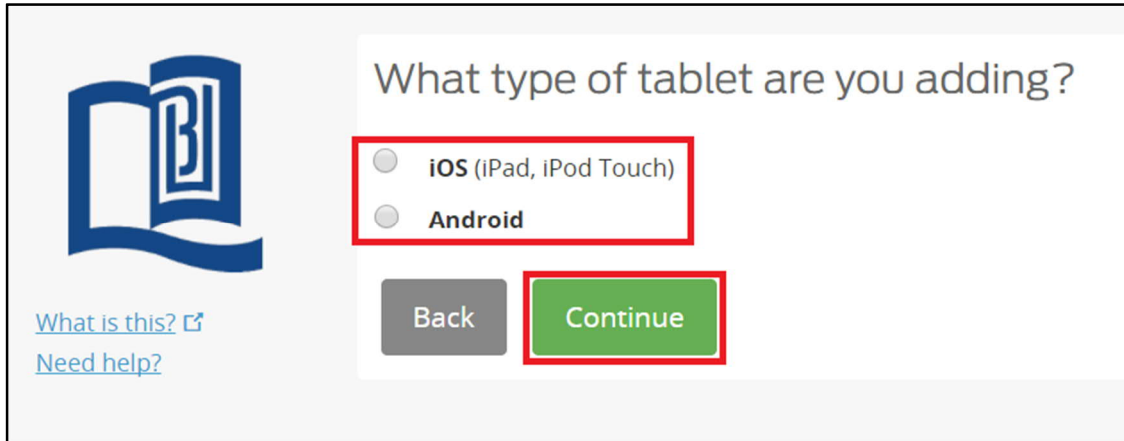
4. Click 'Start setup' button to start registering your first mobile device.



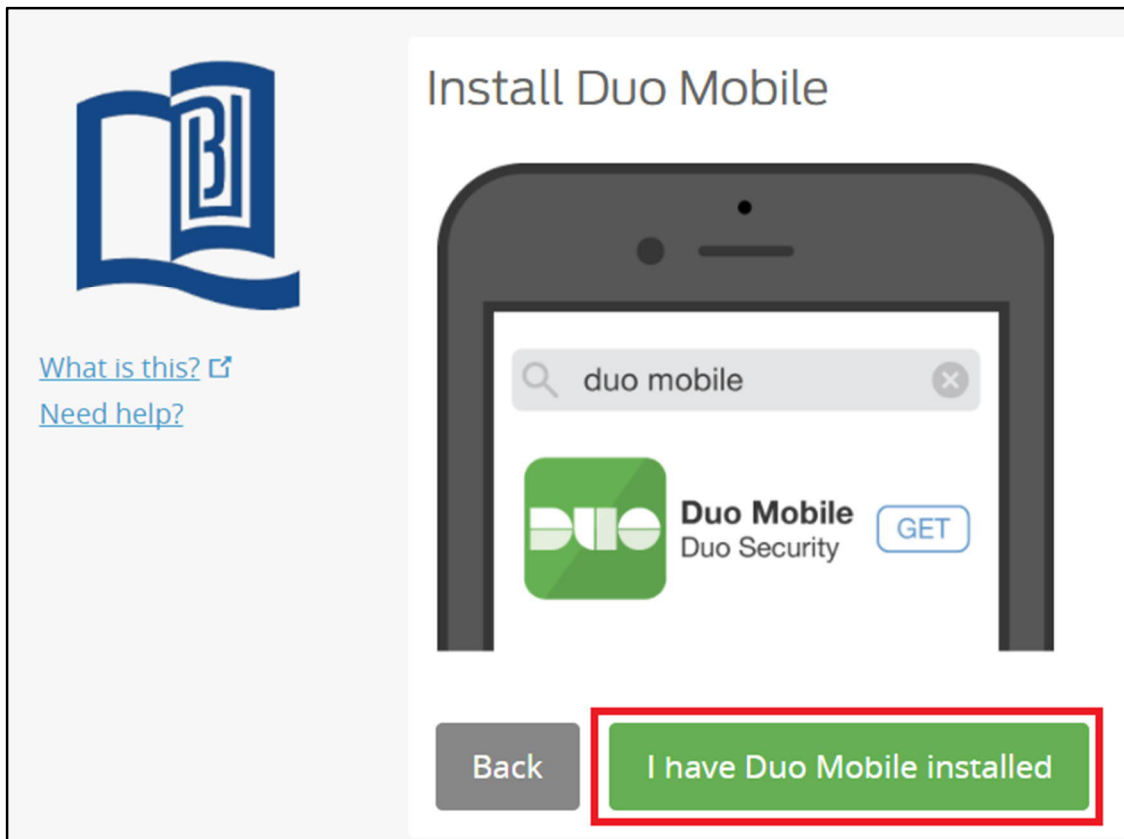
5. Select 'Tablet' (even you're using a smartphone) and click 'Continue' button





6. Select the operating system of your mobile device and click 'Continue' button.



7. Follow on-screen instructions to install Duo Mobile app on your device. Afterwards, click 'I have Duo Mobile Installed' button.

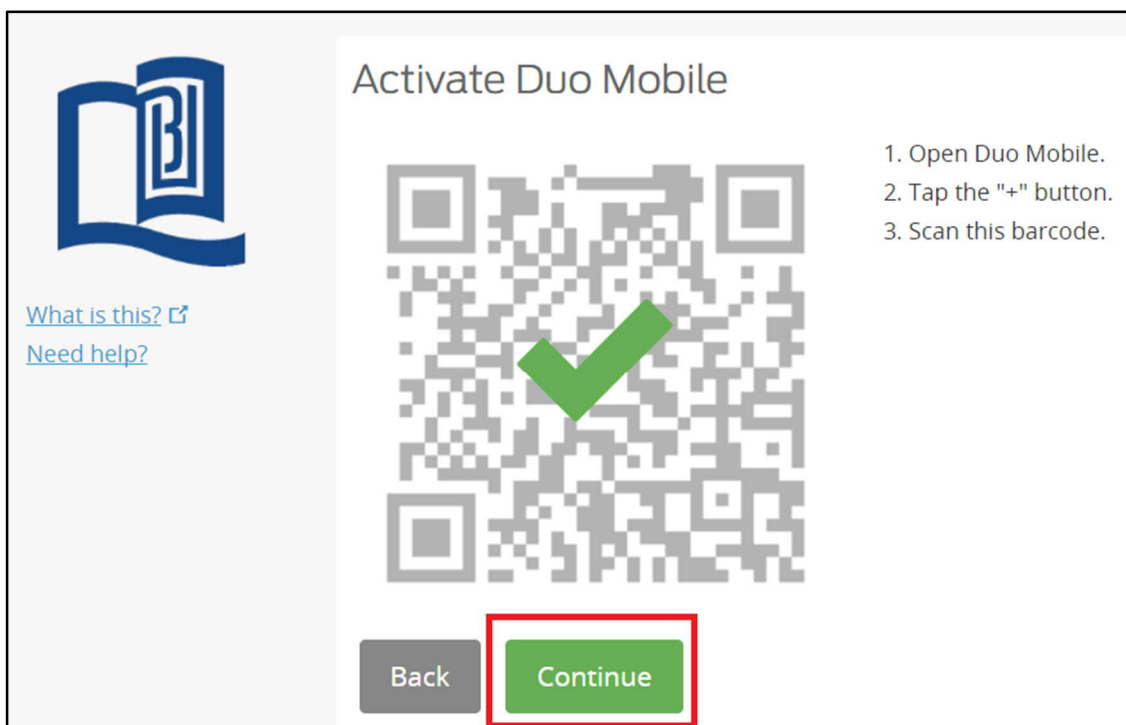


8. Open your Duo Mobile app on your mobile device, then click  button (iOS) /  button (Android) on the top right hand corner and scan the QR code.

 Tips: go back to previous step to install Duo Mobile app if you haven't done so.



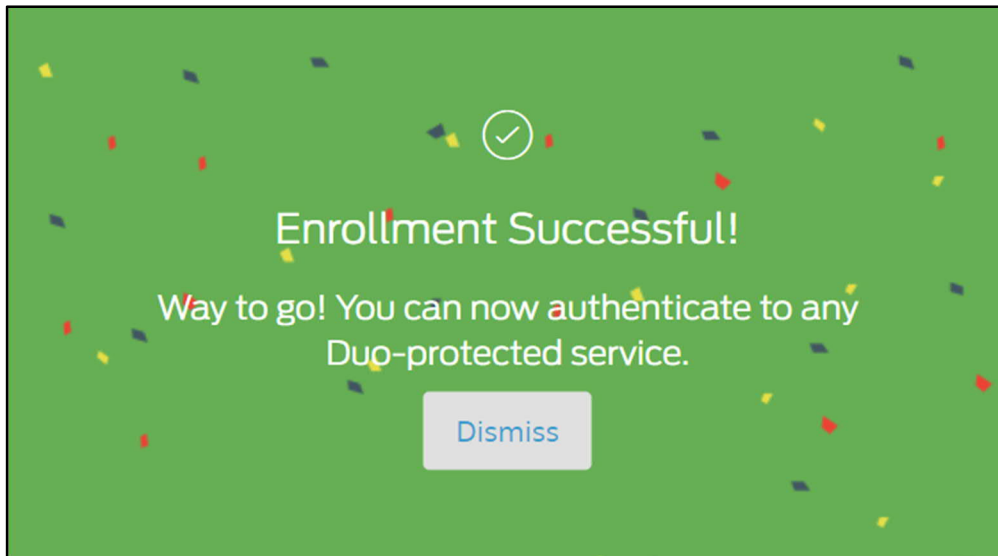
9. Once the QR code is accepted, the 'Continue' button will be enabled. Click it to continue.



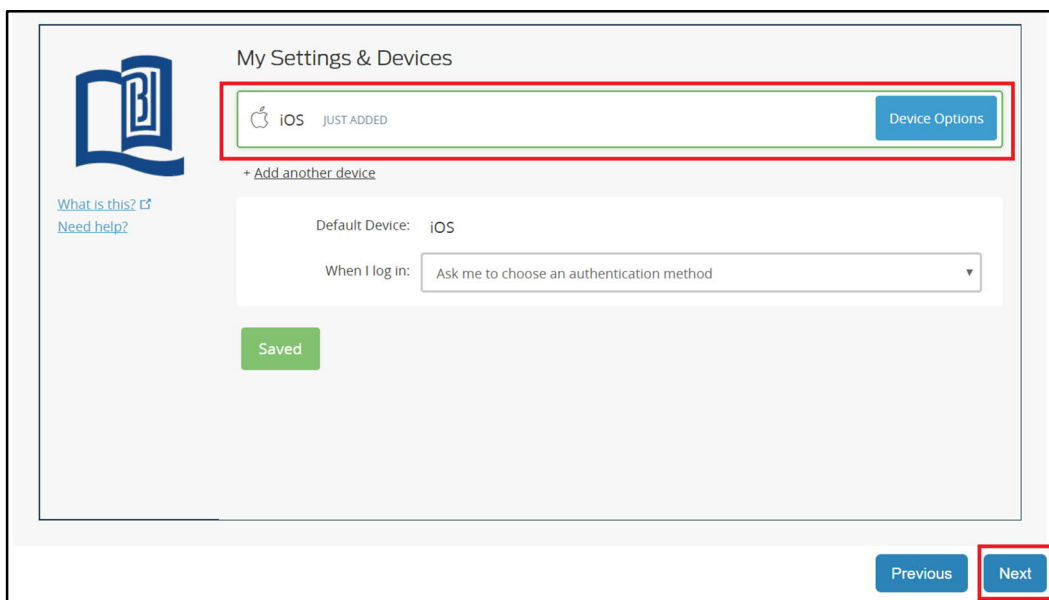
10. At the same time, your account is also listed in the mobile app.



11. Click 'Dismiss' button to return to 'My Settings & Devices' screen.




12. At 'My Setting & Devices' screen, confirm that your mobile device is listed. Click 'Next' button to continue.




13. Double check that your mobile device is listed. Click 'Confirm' to proceed.

[Signout](#)



香港浸會大學
HONG KONG BAPTIST UNIVERSITY



SSOid Device Management for Two-factor Authentication (2FA)

Introduction

First Step: Set up / Manage device for 2FA

Second Step: Confirm Registration

Please check details of the registered 2FA device(s).
Click [Previous] to make changes or [Confirm] to finish.

Registration Details:


SSOid	*****	
Registered 2FA Device(s)	Number (Status)	(Activated)
	Type	Mobile
	Platform	Apple iOS

Previous


Confirm

14. Done! Click 'Sign Out' to leave the Device Management Portal.

[Sign Out](#)



香港浸會大學
HONG KONG BAPTIST UNIVERSITY



SSOid Device Management for Two-factor Authentication (2FA)

Introduction

First Step: Set up / Manage device for 2FA

Second Step: Confirm Registration

Registration completed. Click [Signout] to exit. Thank you!