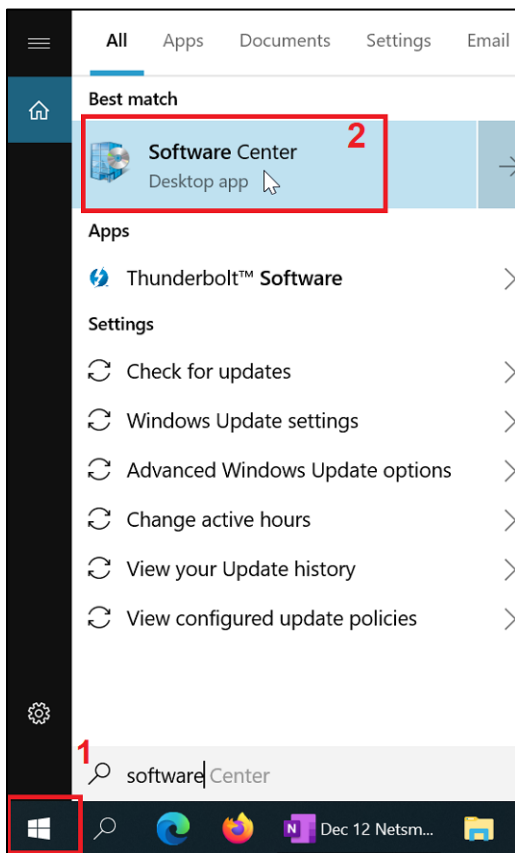*ODHS/OHA Office of Information Services*

How to install Yubico Authentication

Note: Some pictures may vary slightly from what you see on your screen. If you notice a variation from these instructions, follow the prompts on your computer.
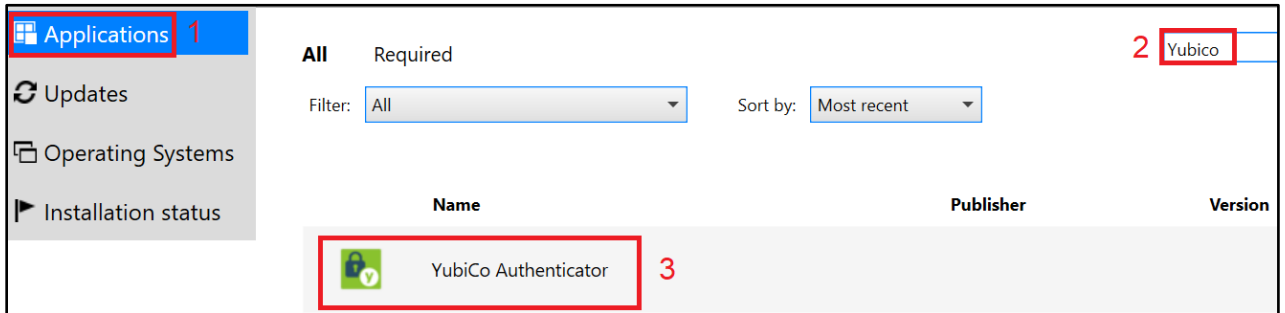
While using an agency computer or connected to state network (e.g., state office, Citrix or VPN)

If you are **not** using an agency computer or are not connected to the state network (state office, Citrix or VPN), skip to page 3.
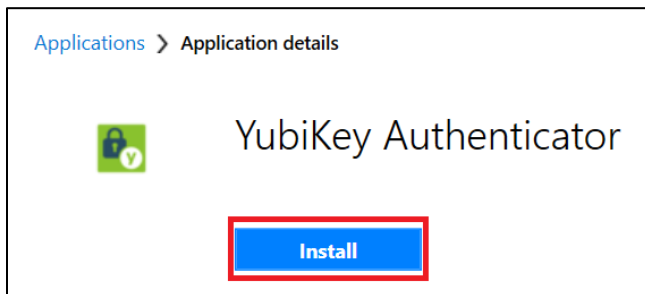
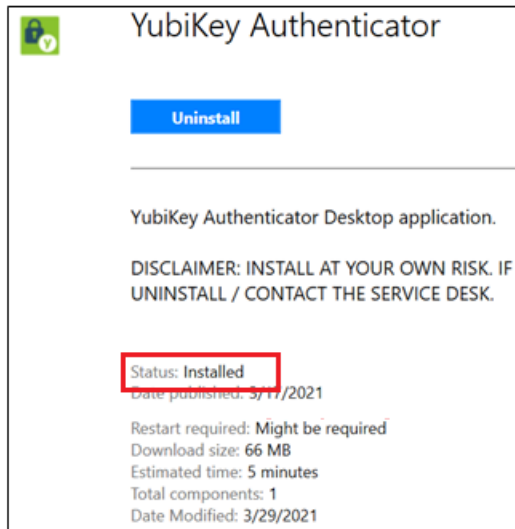1. Click on Windows **Start** and open **Software Center**.

Questions? Chat live with an OIS Service Desk technician using Service Desk Chat *or call 503-945-5623*

2. In Applications (1), search for **Yubico Authenticator** (2). Click on **Yubico Authenticator** (3).

3. On the "Applications > Application details" for YubiKey Authenticator screen, click on **Install**.

4. Once the YubiKey Authenticator is installed, you will see the status of **Installed**:

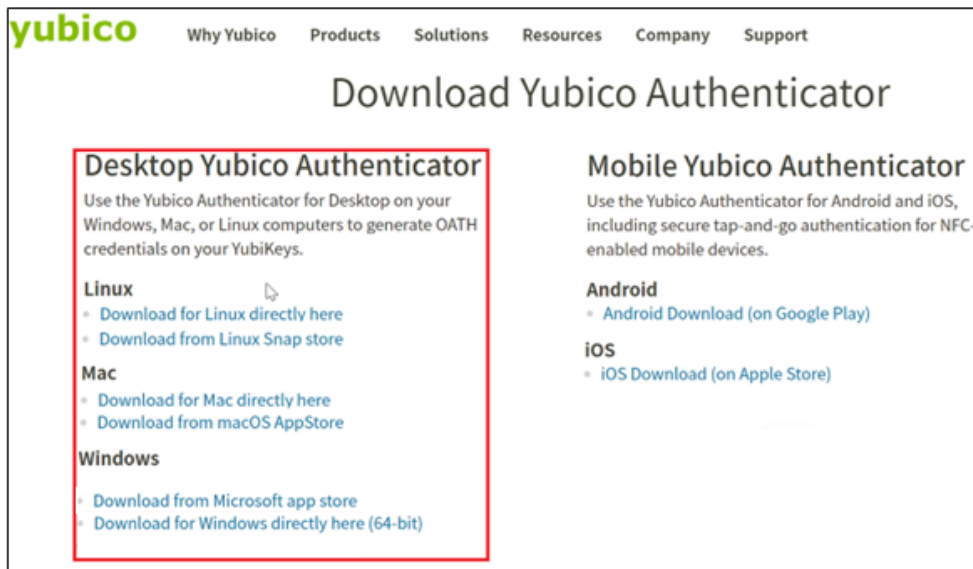*Questions?* Chat live with an OIS Service Desk technician using <u>Service Desk Chat</u> or call 503-945-5623

# While using a non-agency computer on a non-state network

Note: Some pictures may vary slightly from what you see on your screen. If you notice a variation from these instructions, follow the prompts on your computer.

You will need to know your state Microsoft account login. If you don't remember your state Microsoft account login, contact the your state liaison. If you don't know who your state liaison is, contact the OIS Service Desk at OIS.ServiceDesk@odhsoha.oregon.gov *or 503-945-5623.*

1. Go to Yubico.com and download the appropriate version for the computer being used. https://www.yubico.com/products/yubico-authenticator/#h-download-yubico-authenticator
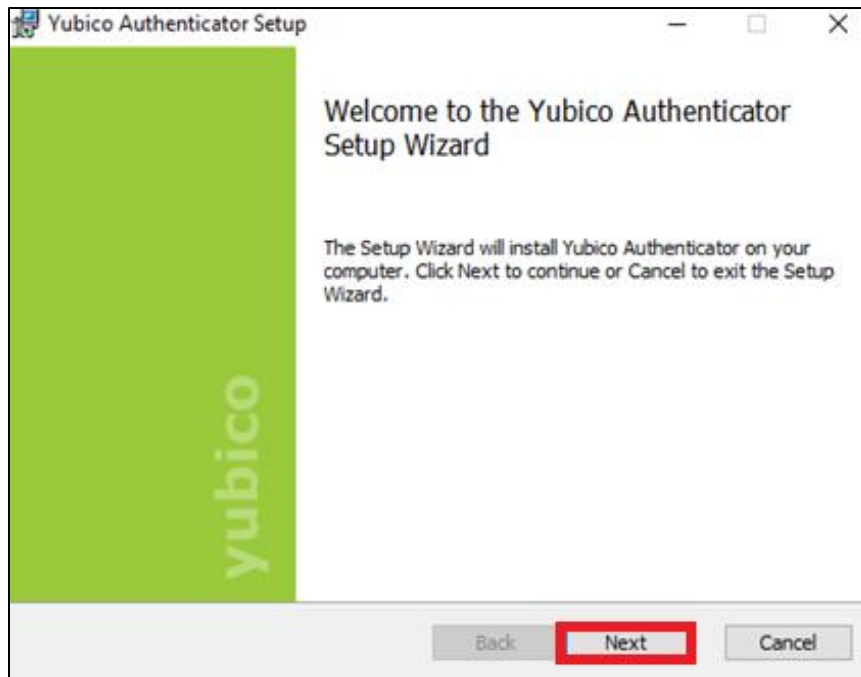

2. Once downloaded, navigate to Downloads and run the installer (requires admin permissions to your computer to install).
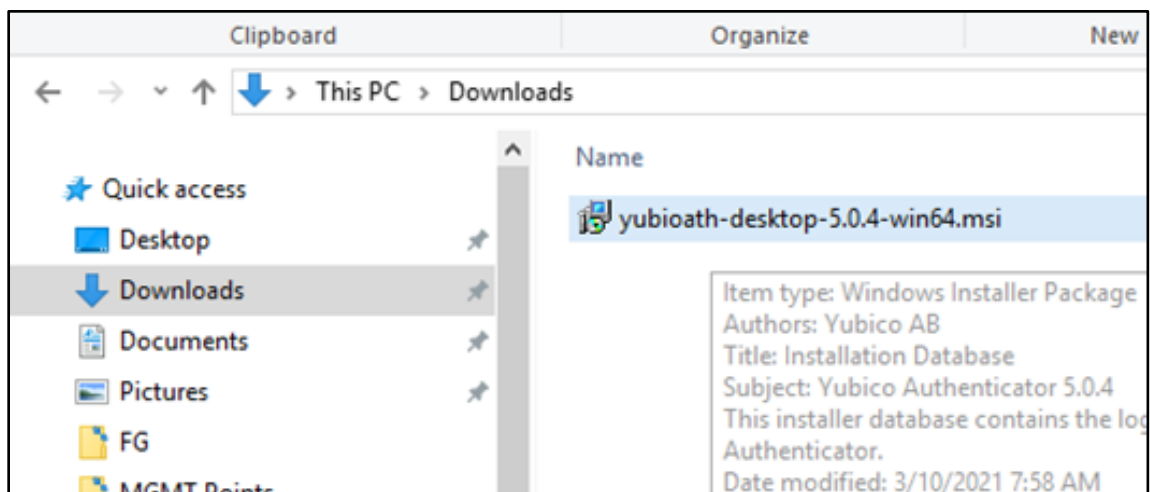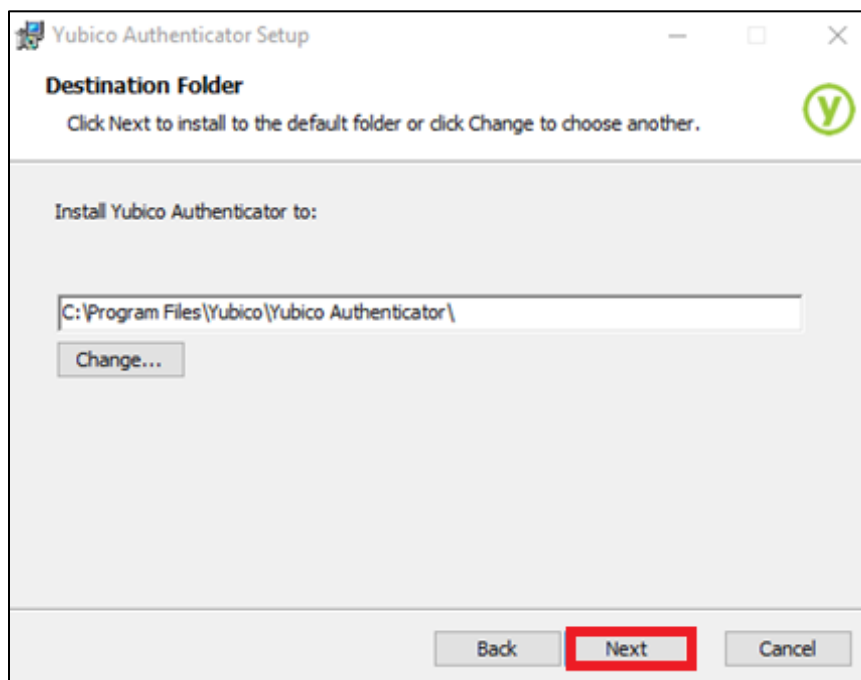
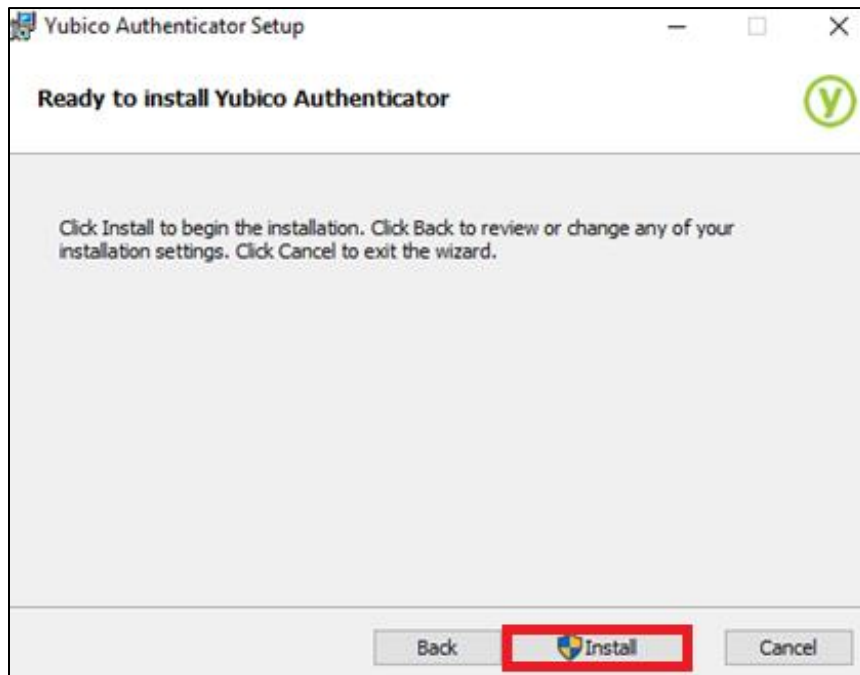3. On the Yubico Authenticator Setup "Welcome" screen, click **Next**.

4. On the Yubico Authenticator Setup "Destination Folder" screen, click **Next**.

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5. On the Yubico Authenticator Setup "Ready to install" screen, click **Install**.

6. On the Yubico Authenticator Setup "Completed" screen, click **Finish**.

Questions? *Chat live with an OIS Service Desk technician using* Service Desk Chat *or call 503-945-5623*