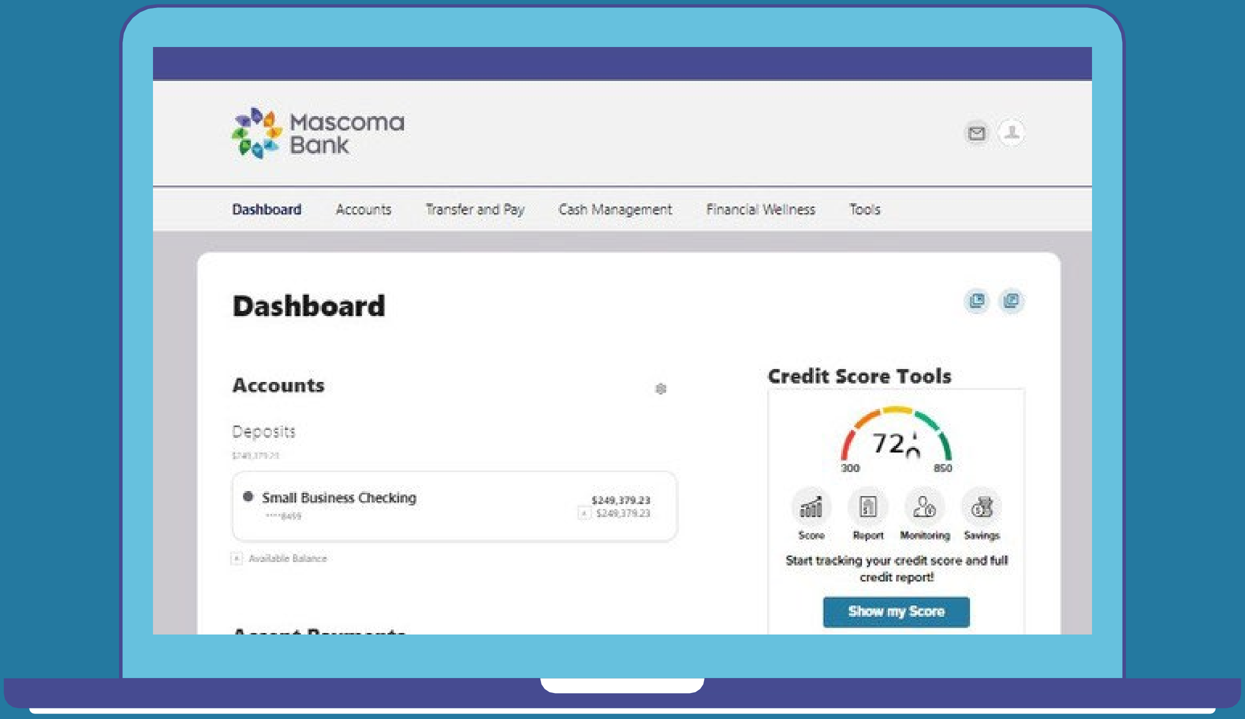
Digital Banking Security Token User Guide
Hard Tokens



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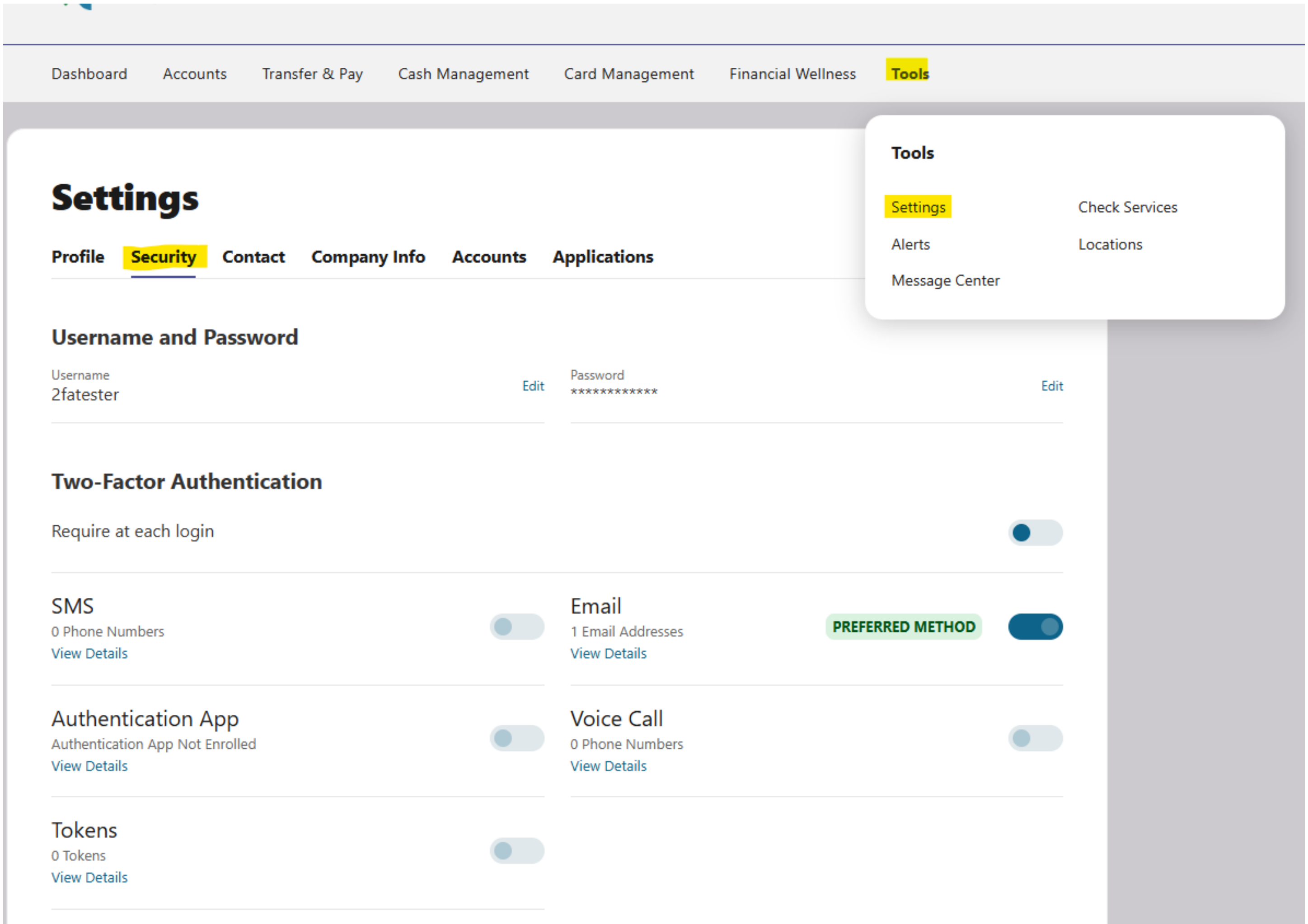
Setting up Security Tokens

Physical/Hard Token

1. After logging in to the digital banking platform, go to the “Tools” widget then select “Settings” and navigate to the “Security” sub tab.



Settings

Username and Password

Username
2fatester

Password
****

Two-Factor Authentication

Require at each login

SMS
0 Phone Numbers

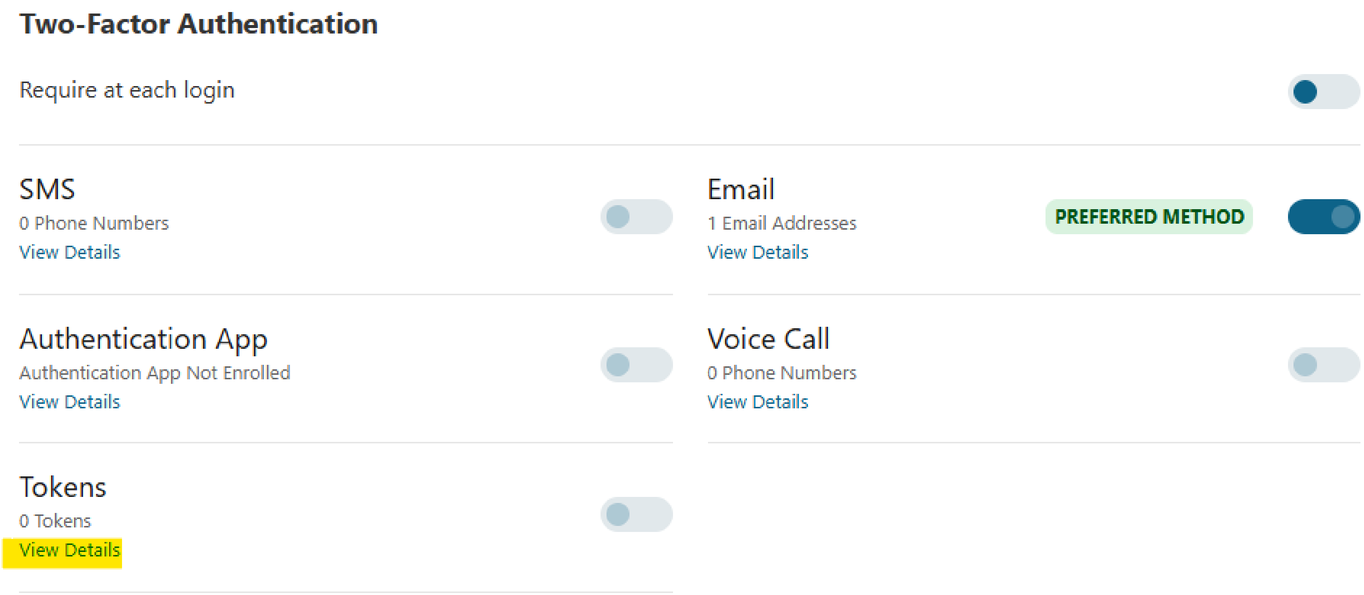
Email
1 Email Addresses
PREFERRED METHOD

Authentication App
Authentication App Not Enrolled

Voice Call
0 Phone Numbers

Tokens
0 Tokens

2. Under the “Two-Factor Authentication” section, locate the “Tokens” option and click “View Details”



Two-Factor Authentication

Require at each login

SMS
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Email
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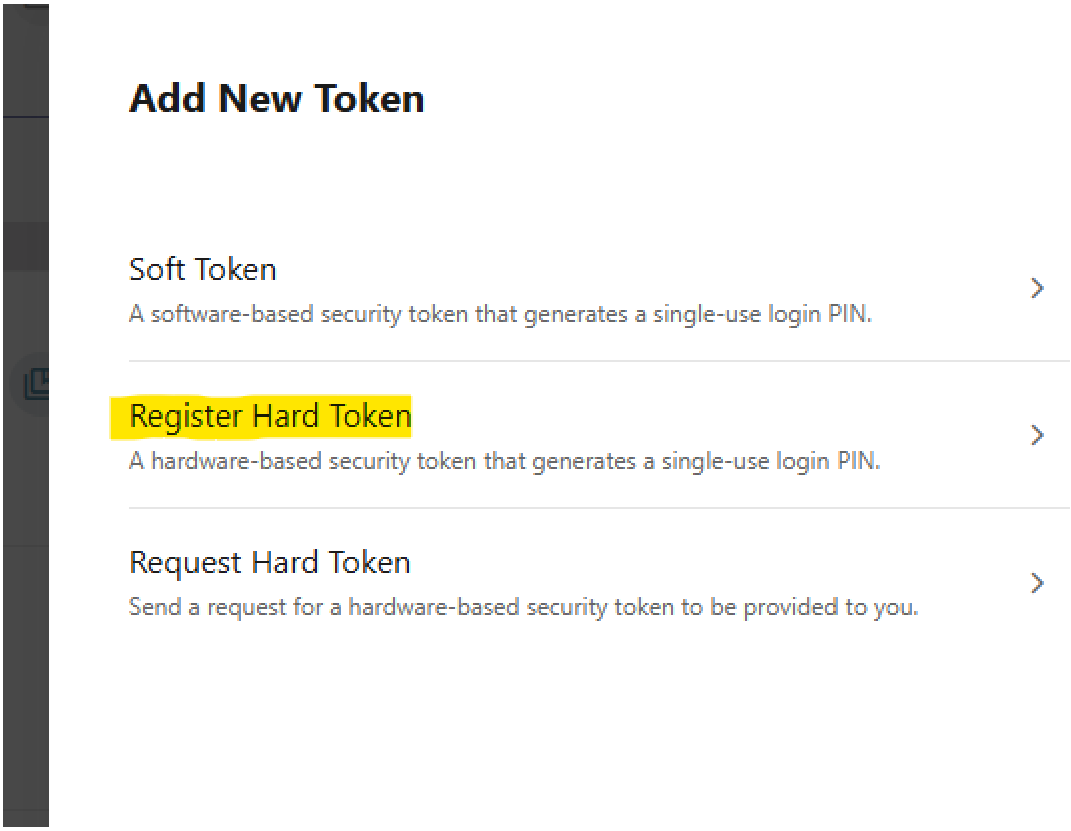
PREFERRED METHOD

Authentication App
Authentication App Not Enrolled
View Details

Voice Call
0 Phone Numbers
View Details

Tokens
0 Tokens
View Details

3. From the pop-out window choose “Register Hard Token”



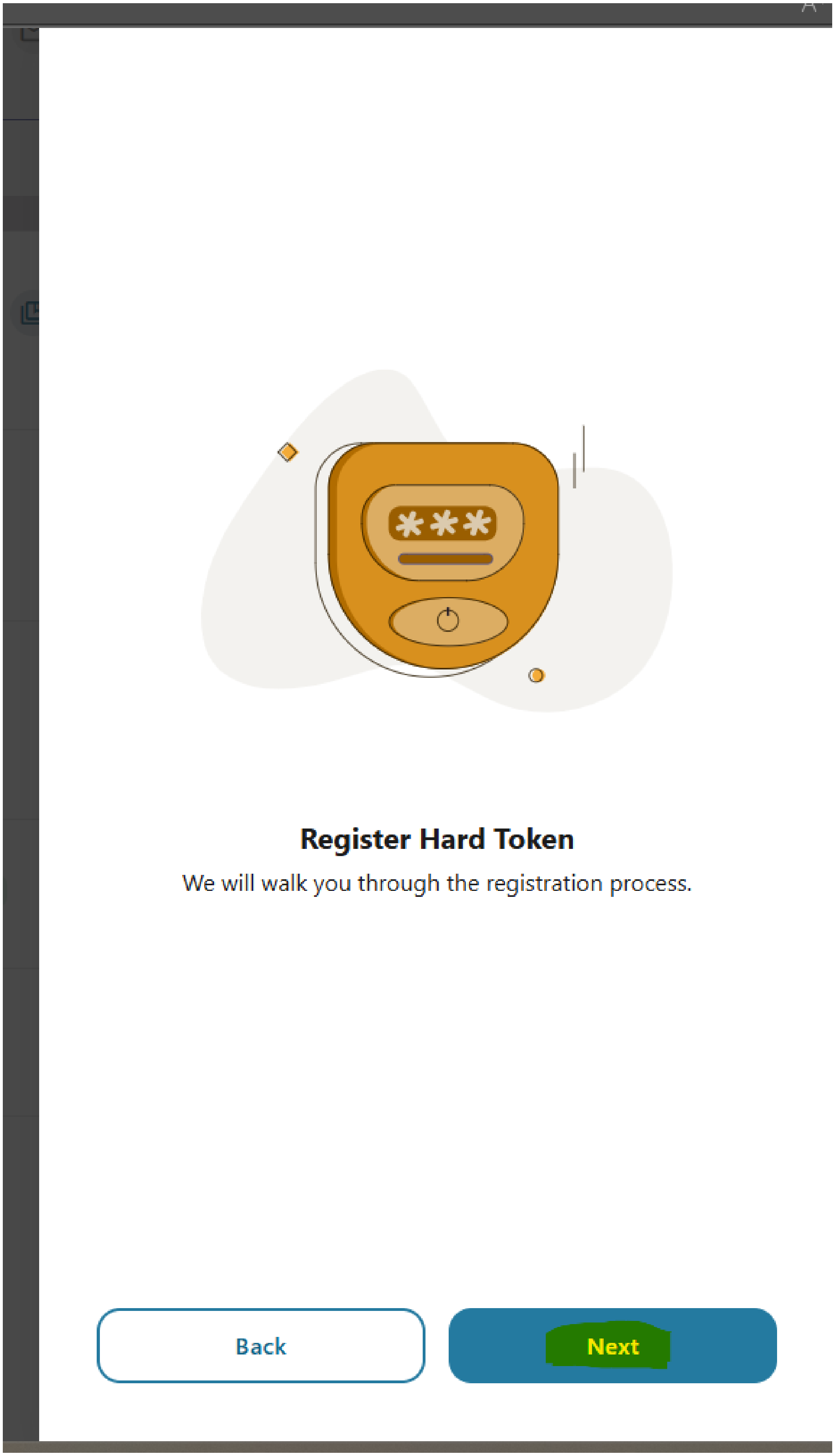
Add New Token

Soft Token
A software-based security token that generates a single-use login PIN.

Register Hard Token
A hardware-based security token that generates a single-use login PIN.

Request Hard Token
Send a request for a hardware-based security token to be provided to you.

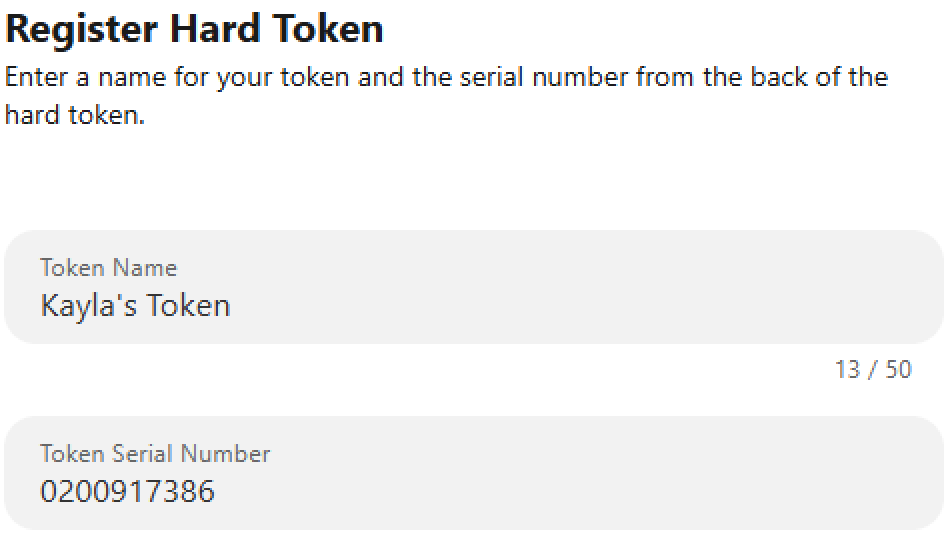
4. Hit “Next”



Register Hard Token

We will walk you through the registration process.

5. Enter a nickname for your new token and the serial number as seen on the back of your hard token.



Register Hard Token

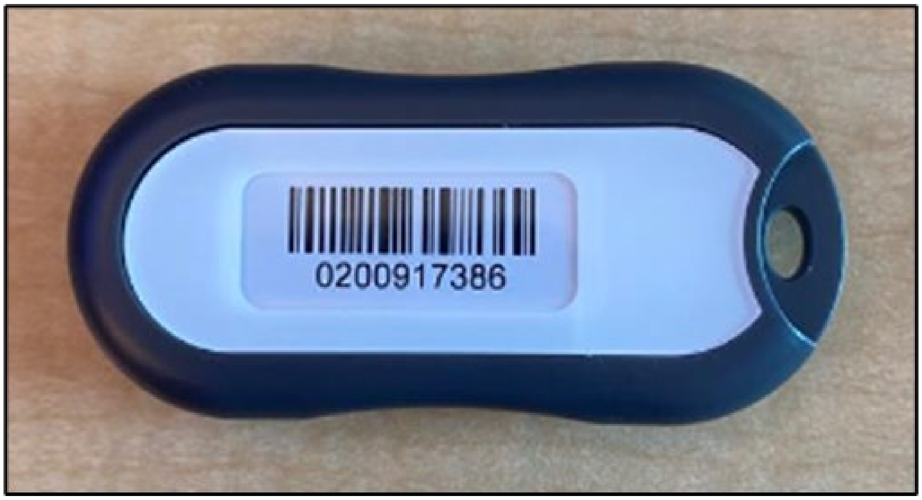
Enter a name for your token and the serial number from the back of the hard token.

Token Name
Kayla's Token

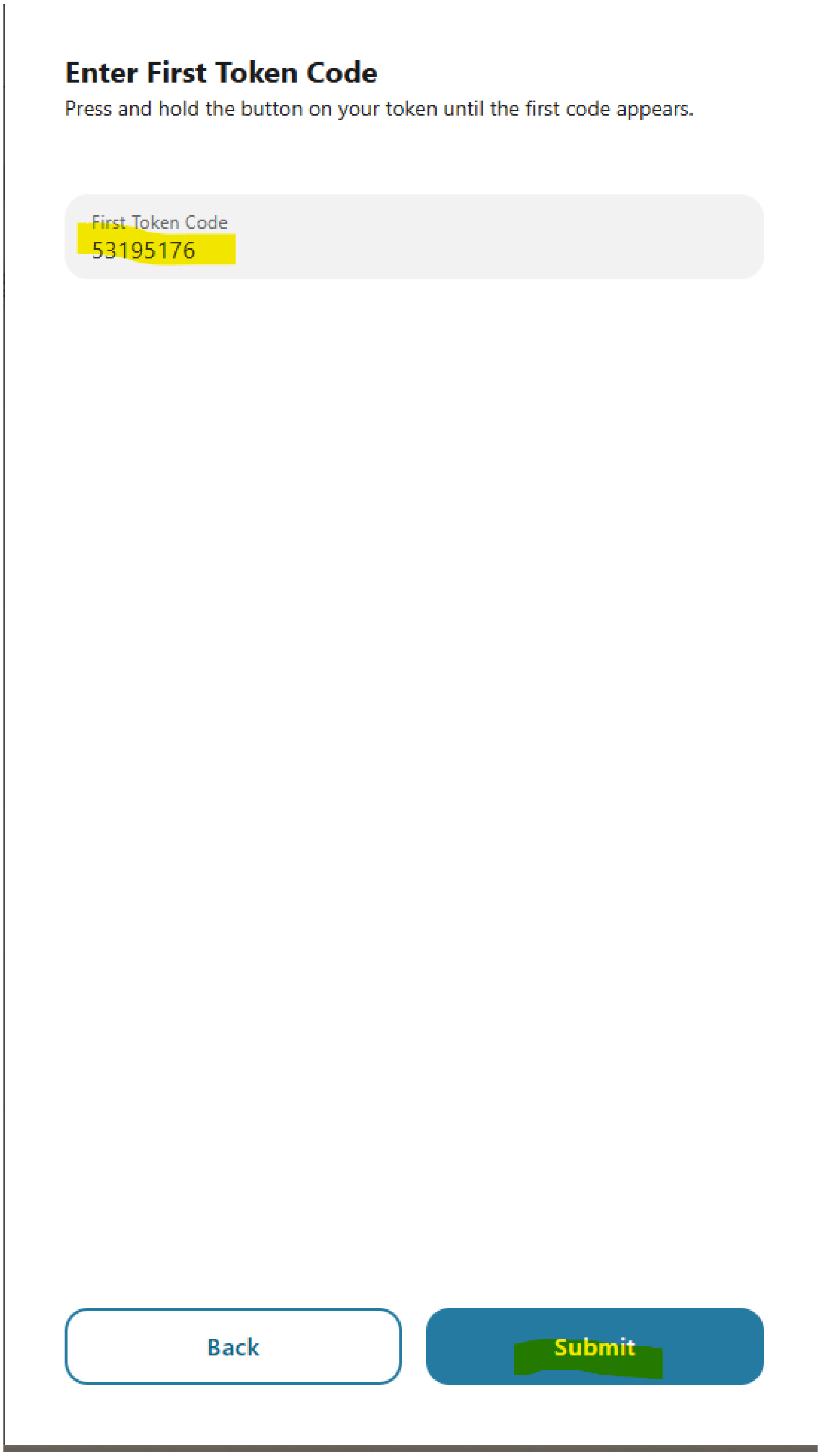
13 / 50

Token Serial Number
0200917386

6. Token serial number is located on the back of the token.



7. Click token button to receive first token code. Enter the code then hit “Submit”

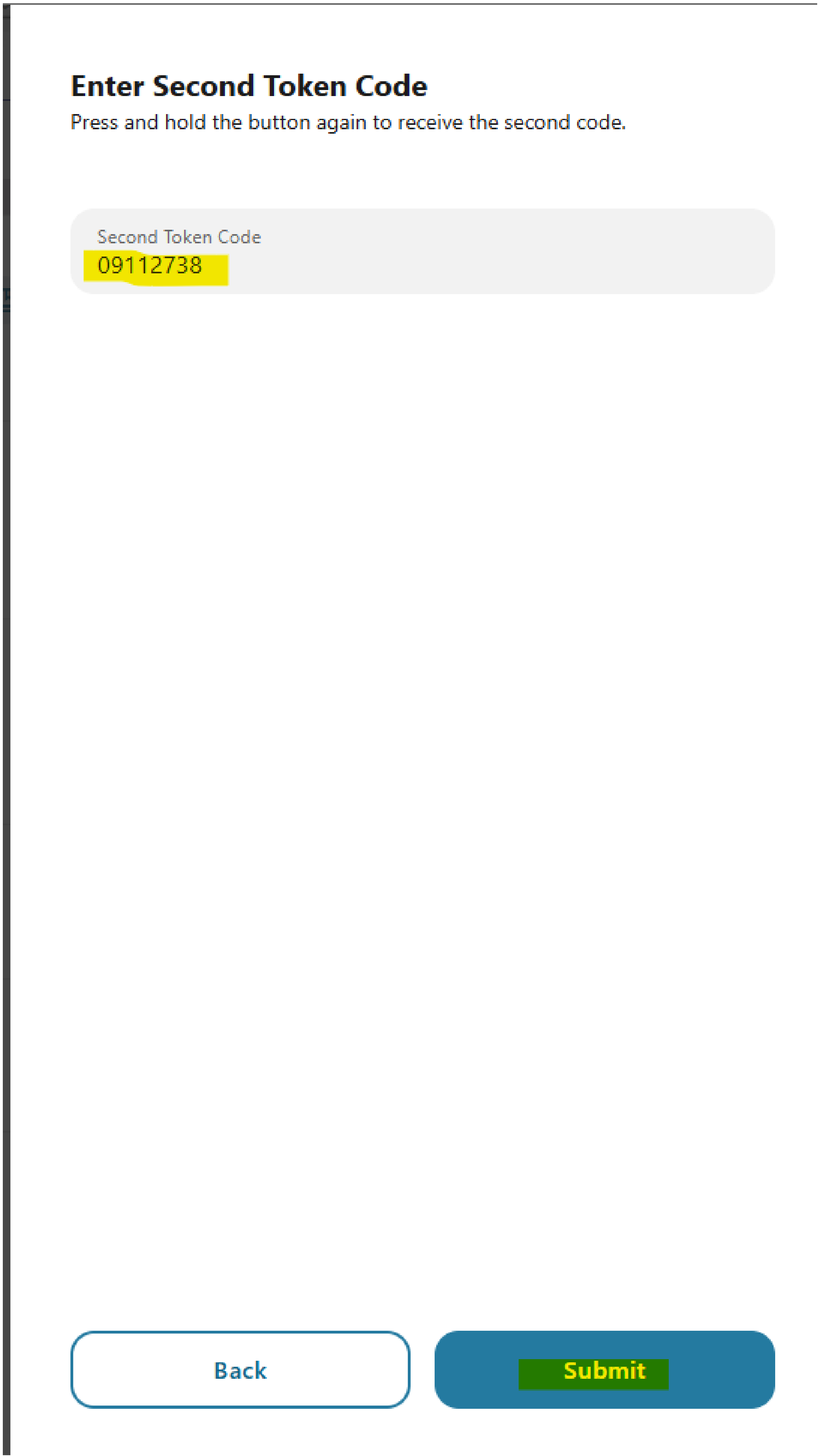


Enter First Token Code

Press and hold the button on your token until the first code appears.

First Token Code
53195176

8. Press and hold the token button until you receive a new code. Enter the second code then hit "Submit"



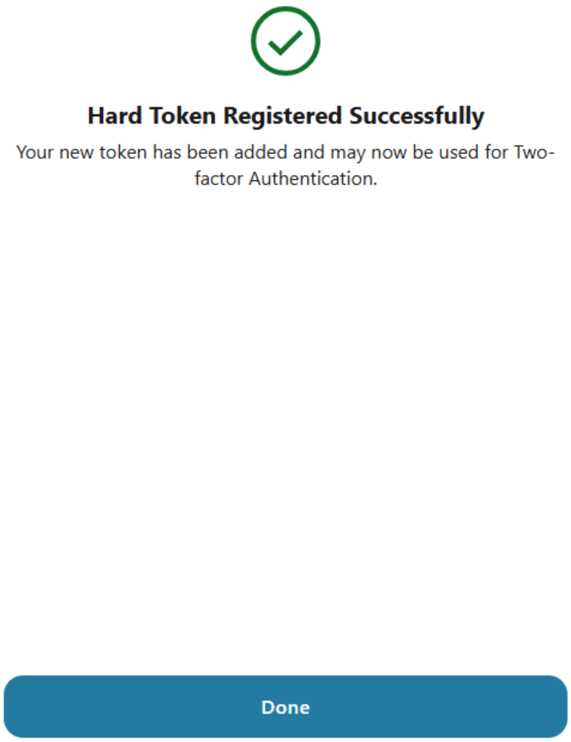
Enter Second Token Code

Press and hold the button again to receive the second code.

Second Token Code

09112738

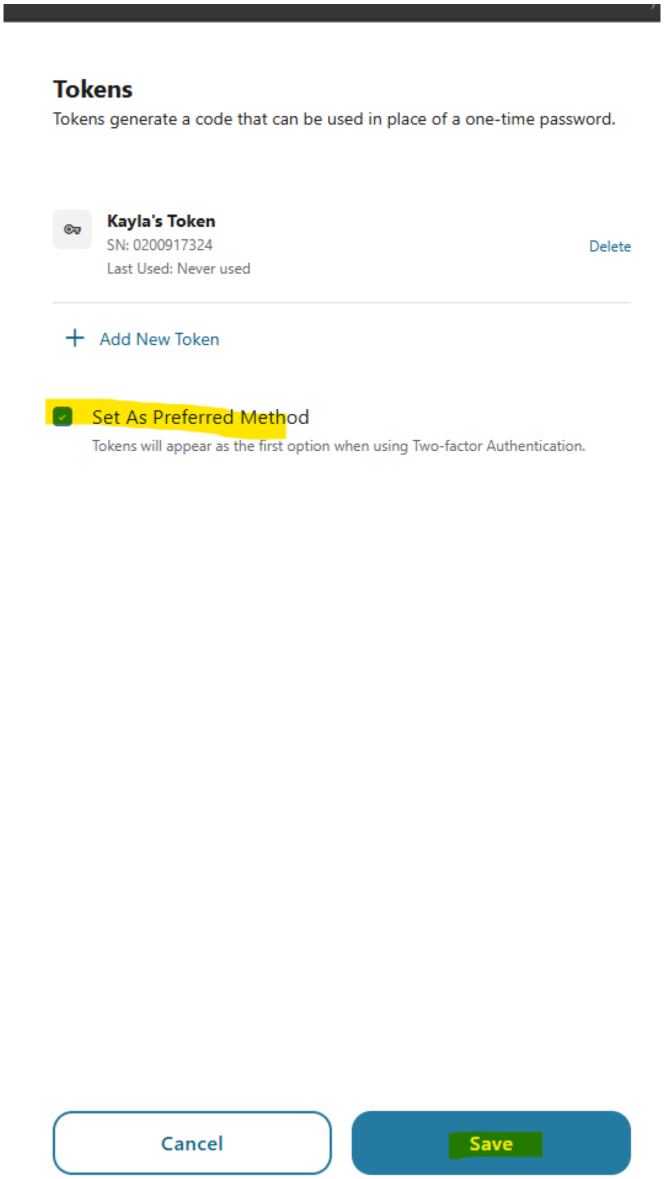
9. You will receive the following confirmation message. Hit “Done”



Hard Token Registered Successfully

Your new token has been added and may now be used for Two-factor Authentication.

10. Set token as preferred authentication method.



Tokens

Tokens generate a code that can be used in place of a one-time password.

Kayla's Token
SN: 0200917324
Last Used: Never used

☑ Set As Preferred Method

Tokens will appear as the first option when using Two-factor Authentication.