

Two-Factor Authentications with a Yubikey HRMS

1

Plug your YubiKey into a USB port on your computer and the LED on the device should light up.

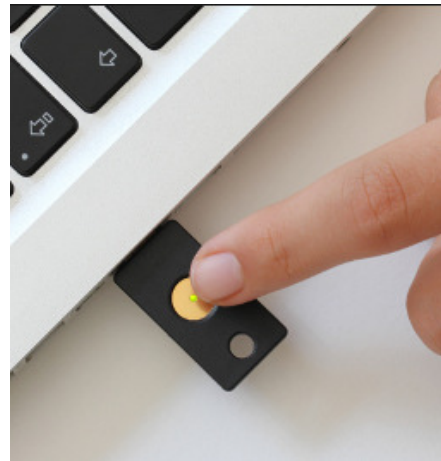
A screenshot of a web-based login form. It has three main input fields: 'User ID', 'Password', and a dropdown menu for language selection currently set to 'English'. Below the fields is a 'Sign In' button and a checkbox for 'Enable Accessibility Mode'.

2

At a logon prompt that requires two-factor authentication, type in your username and password.

3

In the password field, type in your password immediately followed by a comma then touch the gold button on your YubiKey for one second.
For example: **password,1954249**



Tips:

1. You can use a YubiKey to log in to any NetID or URMCAuthenticated system that uses Duo 2-factor authentication, including HRMS, UR Financials (Workday) or VPN. YubiKeys are available for purchase from the UR Tech Store location in Rush Rhees Library. First time users allow for the USB driver to install. The first time may take a minute.
2. The YubiKey can be inserted improperly. If the green LED is not lit, flip the key and try again.
3. To make sure your USB port works: Open Word or Text document, insert YubiKey and press button. If you see 8 characters, then the USB port works fine. We recommend you test USB ports on your monitor in advance.

Need additional help?

Call the ISD Help Desk 275-3200 for assistance with URMCAuthentication

Call the Univ IT Help Desk at 275-2000 for assistance with NetID authentication