How to enroll in Okta MFA with a FIDO2 Compliant Security Key

<u>Overview</u>

Description	Members register and enroll in Okta Multifactor Authentication (MFA) using a Security Key
Perspective	VolCorp members without access to a mobile device
Prerequisites	Must have a FIDO2* compliant security key* and access to work computer to complete enrollment
Business Outcome (Success Criteria)	Users will be able to access applications in the Okta dashboard by logging in and verifying their identity via a FIDO2* compliant security key. Members will also be able to reset their Okta password if locked out without any additional assistance or intervention.

*Click [here](#) to advance to last page for an explanation of key terms.*

1. First, insert the security key into a USB port on your computer. The installation process will automatically begin. No further action is needed. Proceed to step 2.

2. On your computer, locate your Welcome email from Okta. The email will look similar to the screenshot below.
   Note: You may need to check your Junk email folder.
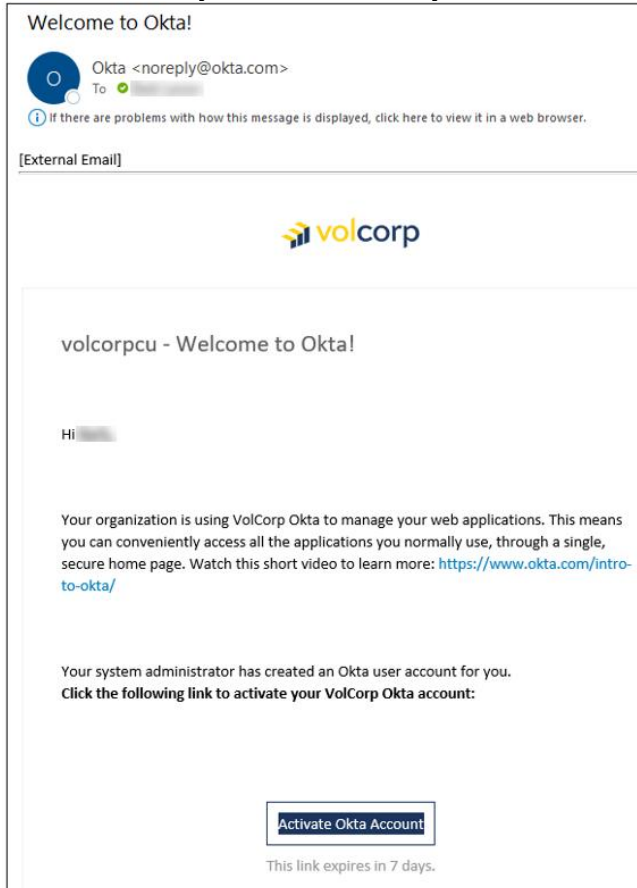
3. Click the **Activate Okta Account** button.
   Note: You must activate your Okta account within 7 days before the link expires.
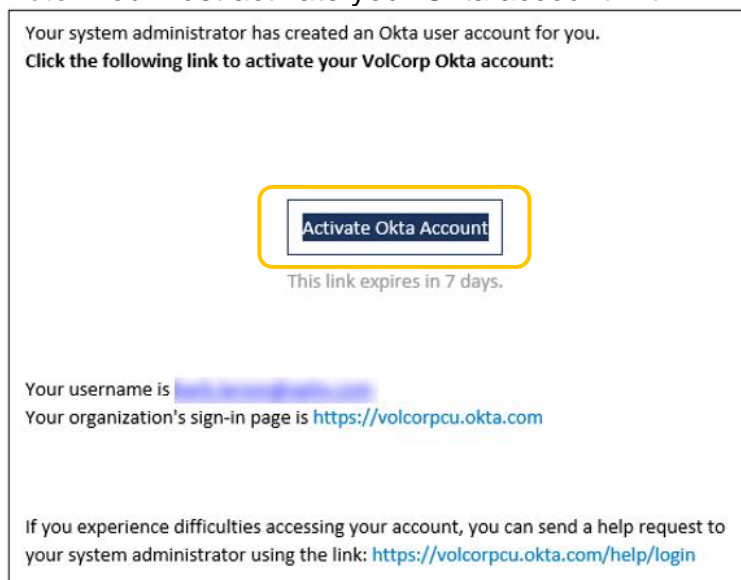
4. Click **Set up** to choose a password for your Okta account.

5. **Enter a password** that meets the listed password requirements, then **Re-enter** the same password, and click **Next**.

6. You are required to set-up at least one other security method to verify your identity. Click **Set up** for the **Security Key** option.
Note: When you select one of these options, an email will automatically be sent to notify you about this activity. An example of this email is shown on the right.
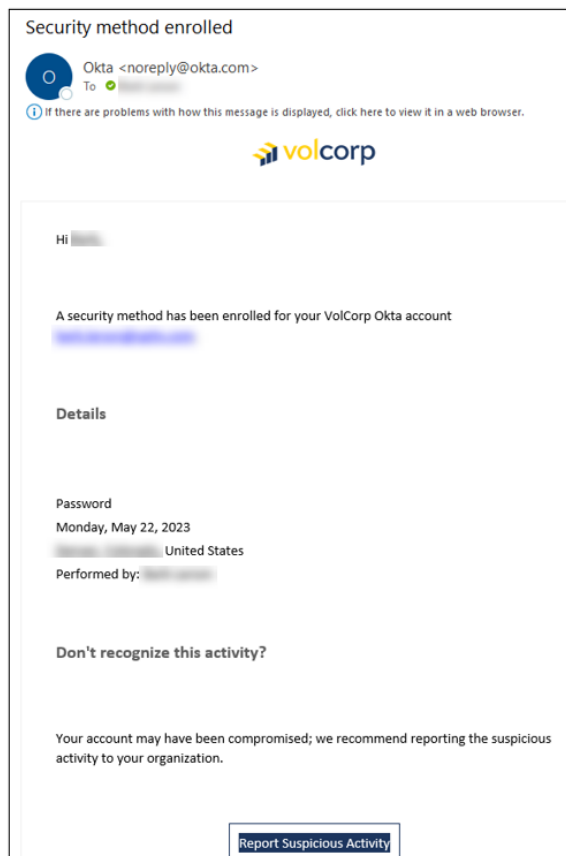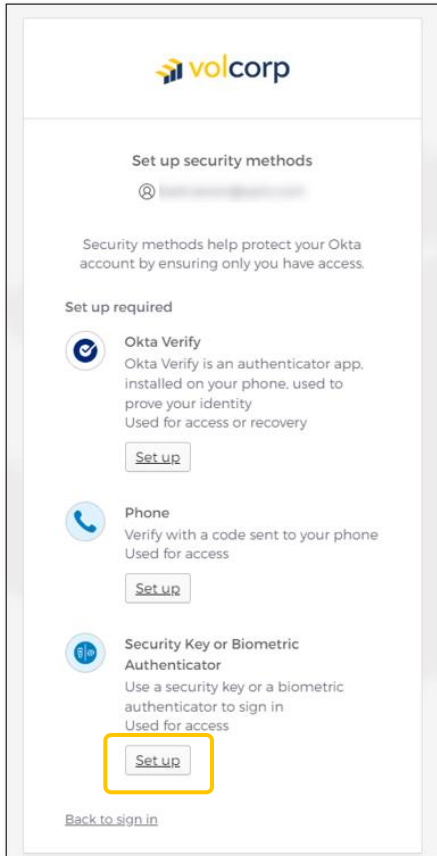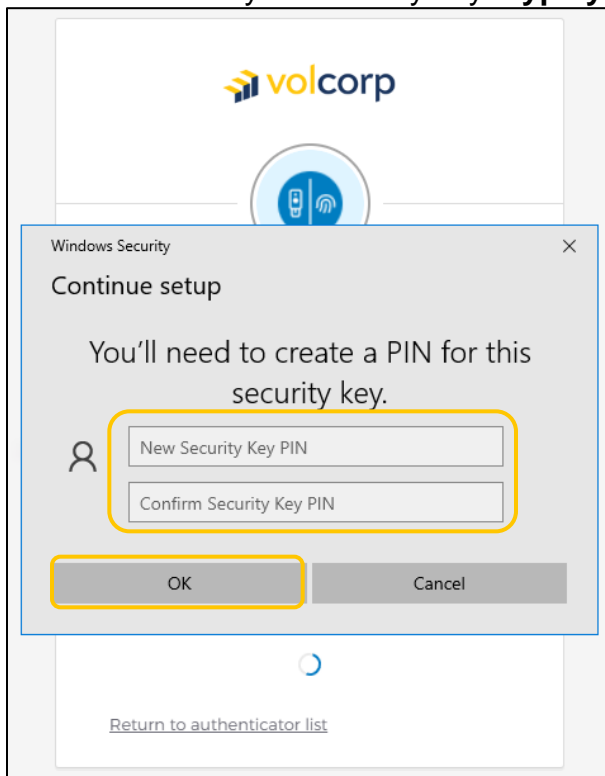

7. To set up the security key in Okta, click **Set up**.
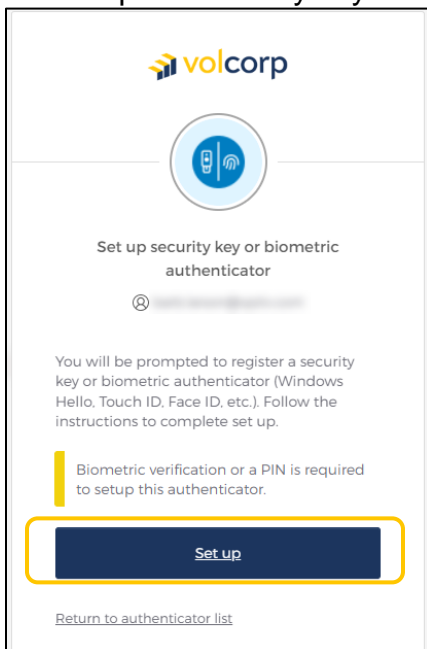
8. You may receive a few Windows Security prompts to allow volcorpcu.okta.com to connect to the security key. Click **OK**.
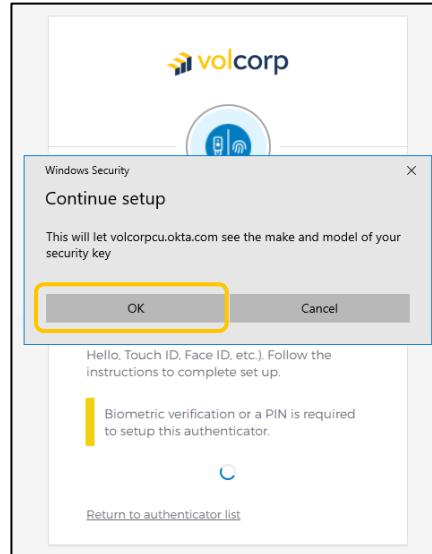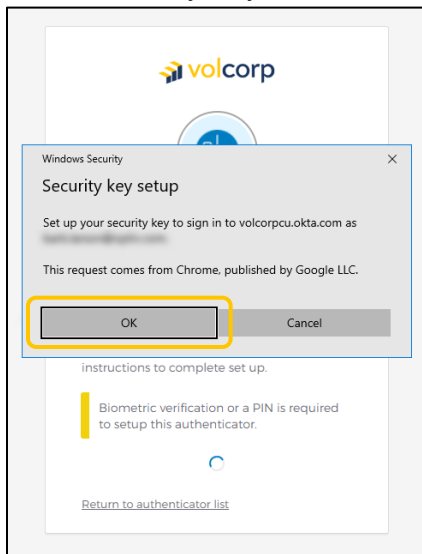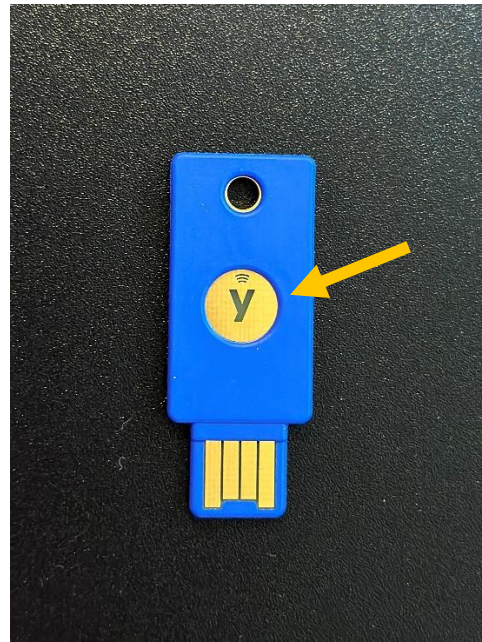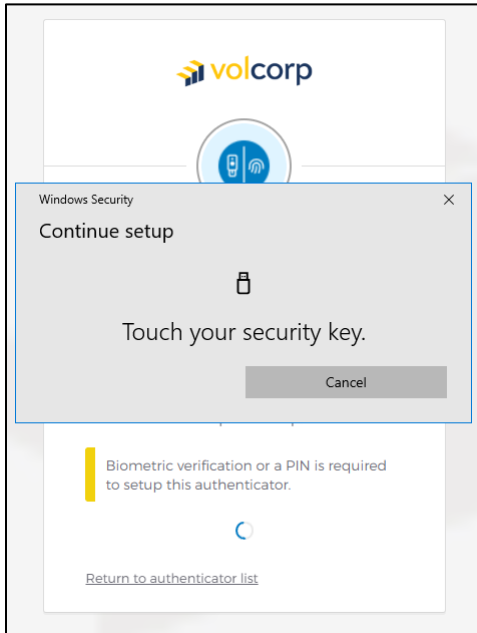

9. Create a PIN for your security key. **Type your PIN into both fields and click OK.**

10. When you see this screen, **touch the security key here with your finger** while the security key is still attached to the computer.
Note: Your security key may look different than the one shown below.

11. Touch your security key once more to confirm your identity.
Note: Once again, you will receive a confirmation email confirming that you have set-up a new security method. No further action is needed.
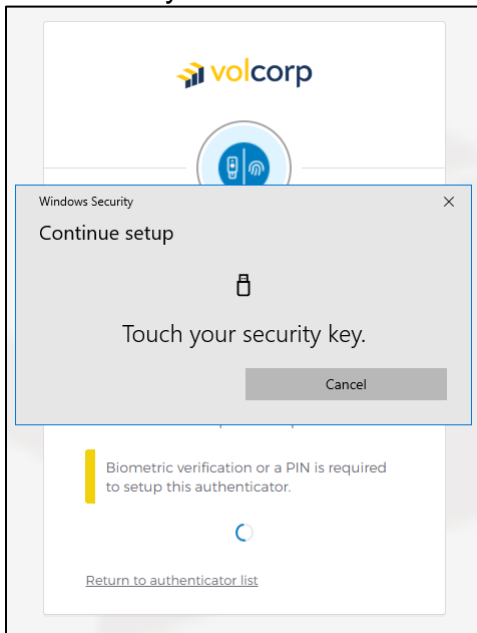
12. Now finish signing into Okta. Enter your **Username,** which should be your work email address, and click **Next**.
    Note: If the Okta sign-in screen is no longer displayed for you, copy and paste this link into your internet browser: https://volcorpcu.okta.com

13. **Enter password** and click **Verify.**

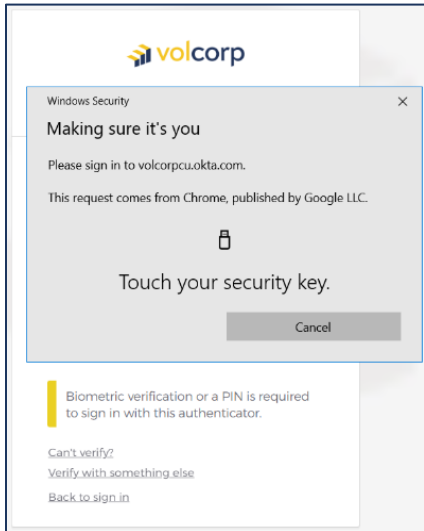14. Click **Select** to choose the Security Key method.
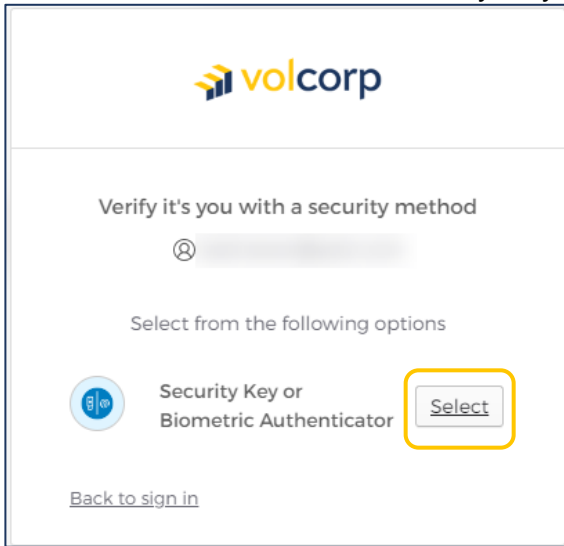
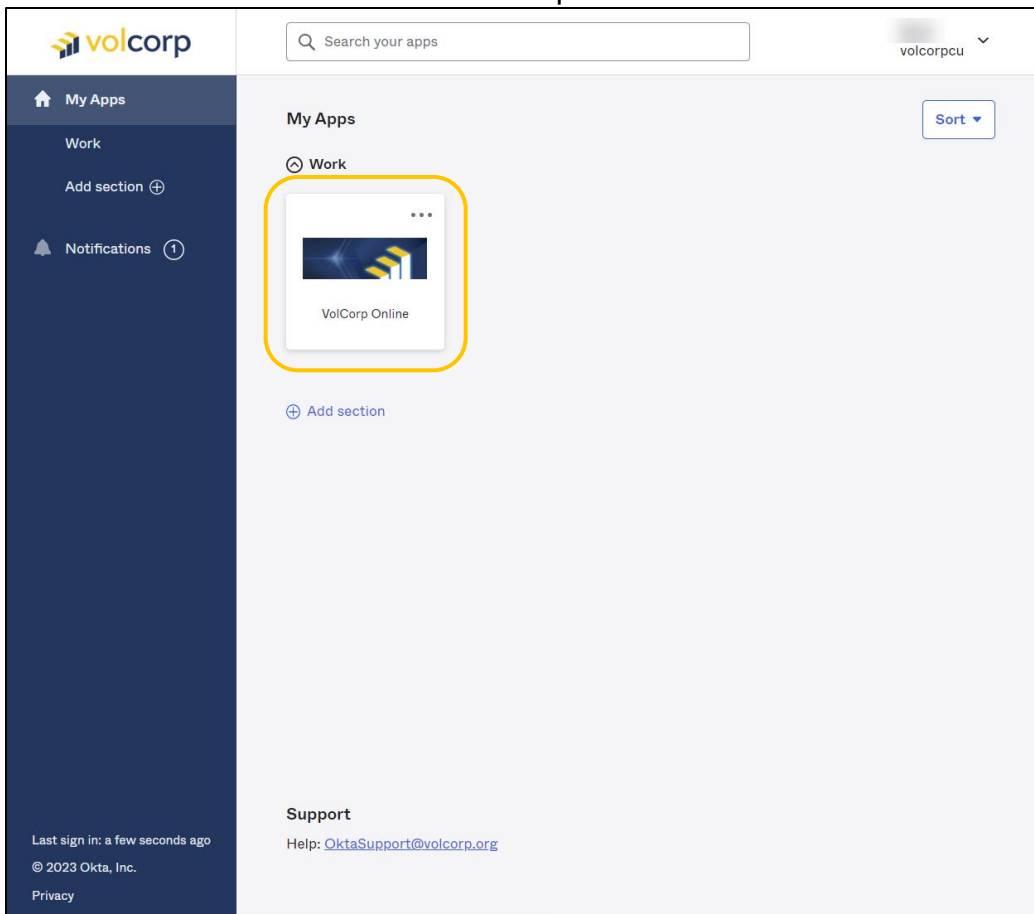

15. **Enter PIN** and click **OK**.
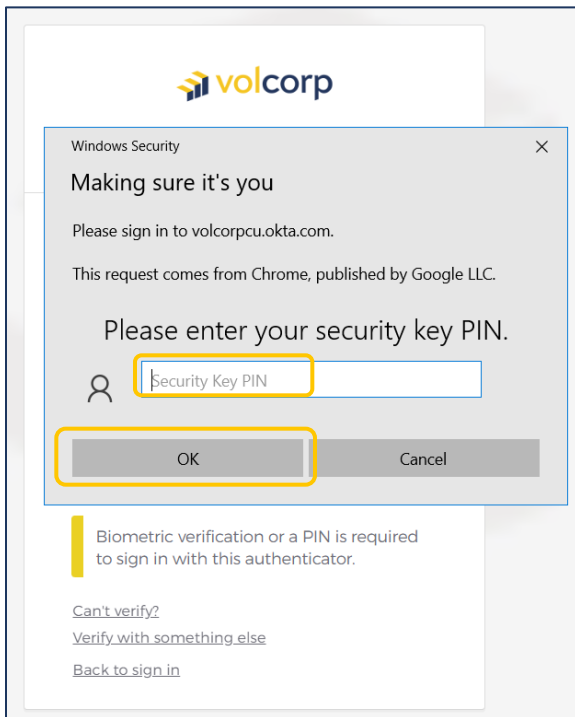
16. **Touch your security key in the fingerprint area.** Your security key should already be inserted into a USB port on your computer.

17. If you successfully logged in, you should see the VolCorp Dashboard. Click the **VolCorp Online tile** to be directed to the VolCorp site.

18. Congratulations! You have successfully logged into VolCorp Online using Okta multi-factor authentication.

Logging into VolCorp Online in the Future

Now that you have enrolled in Okta and established a multi-factor authentication method, moving forward you may utilize the new, temporary log-in page linked below.

https://www.volcorp.org/mfa/

For additional assistance, please click here to obtain detailed instructions about using the temporary log-in page.

Key Terms

- FIDO
  - Acronym that stands for Fast Identity Online
- FIDO2
  - This is a standard for passwordless authentication established by the [FIDO Alliance](#) which enables password-only logins to be replaced with secure and fast login experiences across websites and apps.
  - Users can use hardware tokens or security keys to easily authenticate to online services.
- Security Key
  - A secondary device that facilitates access to other devices, websites, applications, etc. without using a password.
  - It can be a hardware token or some peripheral device inserted into a USB port that acts as an electronic key or password to further authenticate identity
  - Examples of security keys that plug into a computer are shown below.