Soft Token Entrust® Registration by IOS Mobile Device using QR Code

Tip Sheet

☑ **SOFT TOKEN REGISTRATION for EMPLOYEES whose IOS mobile device may not be connected to the internet.**

Soft Token registration via QR code:

1. Select option **3** to register via QR code and **select Next.**

To activate the soft token, read the below box and proceed to step 2.

This number is the password Required In Step 2- C.

2. Tap the Entrust ST App on <u>your mobile device</u>, enter the Entrust PIN you created in registration.
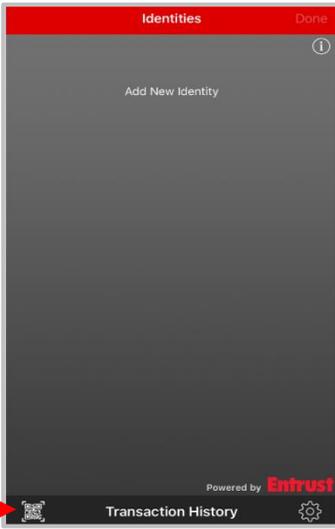
2-A.

Tap the QR Code Scanner

2-B.

Scan the QR code presented on your computer screen - you can try several times if needed
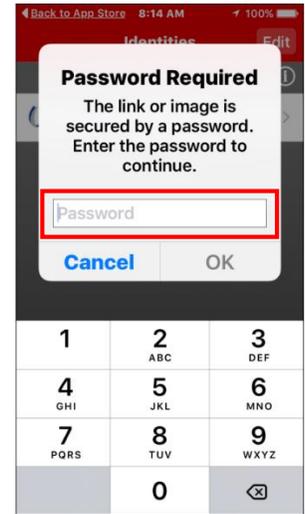
2-C.

Enter the password required from step 1
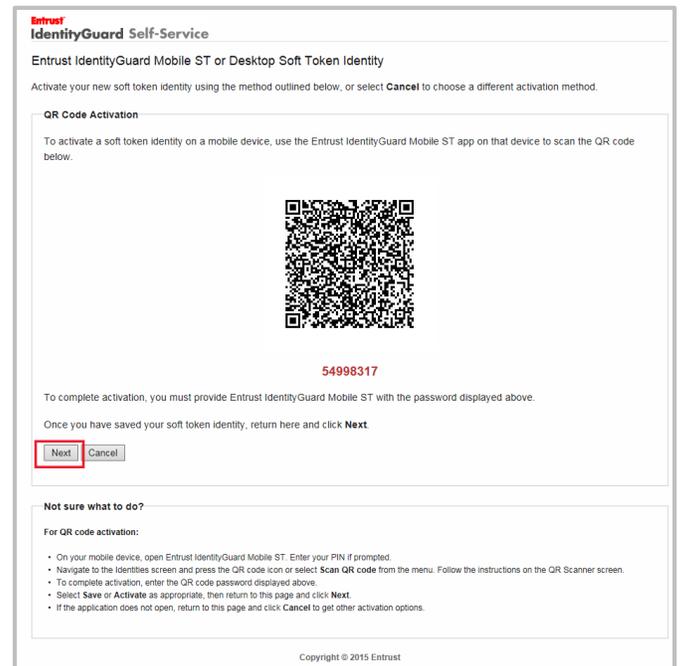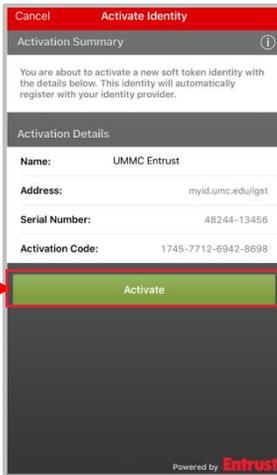
3. Once the QR code is scanned, the Activate Identity screen will appear, tap **Activate**.


4. Once the Entrust Soft Token is activated, return to your <u>computer screen</u> to complete the registration process, by **selecting Next**.

5. **Verify** your mutual authentication image and **Enter** the **randomly generated Security code** from the Entrust Mobile ST App on your mobile device and **click OK**.
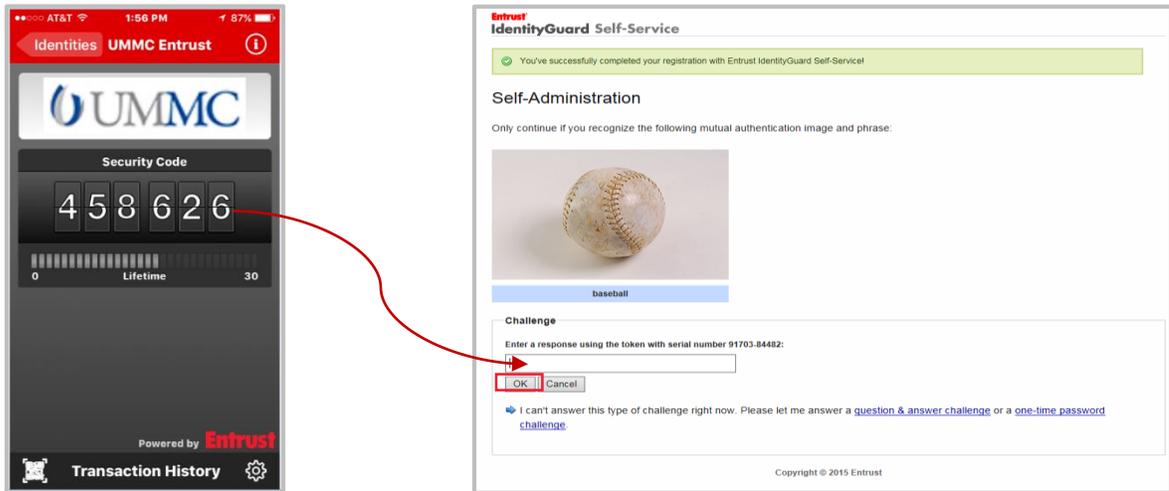
6. You will be directed to the Entrust Identity Guard Self-Service, Self-Administration page. From here you will be able to modify personal information entered during the registration process if you would like.

   If you do not need to modify any personal information, you are done with the registration process.
   Select **DONE** to complete the Registration, you are now finished registering Entrust on this device.
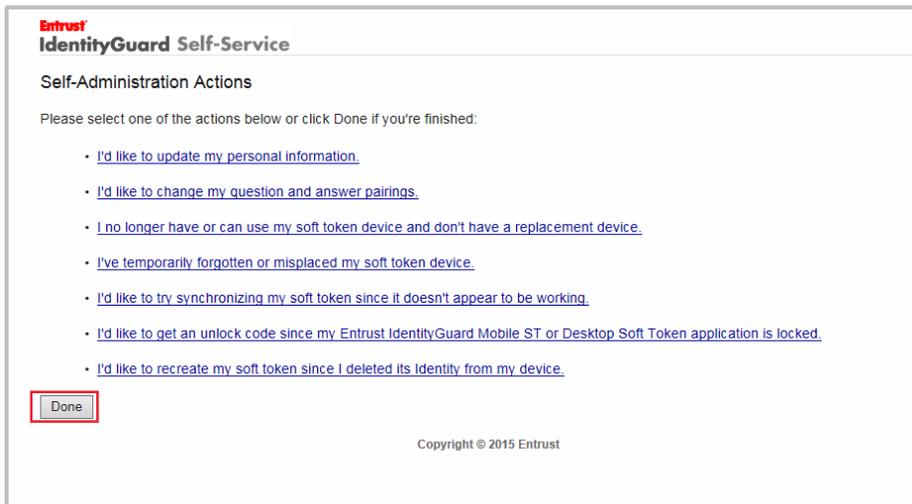
For Additional information about the Entrust IdentityGuard 2- factor authentication, go to the FAQ page located on the UMMC intranet site and type in Entrust in the search box or www.umc.edu/entrust

See the tip sheet located on the FAQ page – "Logging into Entrust Authorization Web-Mail procedure" for additional help when logging into your Web Mail through the internet site, www.umc.edu.