

User Manual

Two-Factor Authentication

with the FortiToken Mobile App

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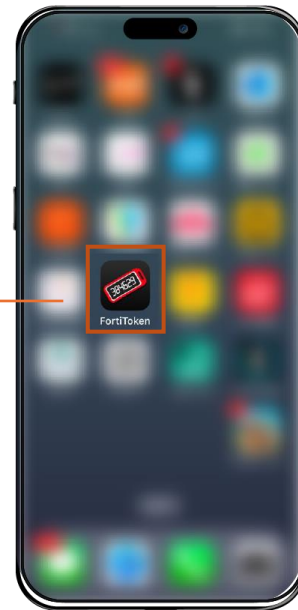
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Important:

To access the KSU systems and services that require two-factor authentication, such as mail, Raseen, and the attendance application, please activate the new MFA application by visiting this link. Please keep in mind that there are no alternative methods of verification, such as phone calls

A: Steps for setting up two-factor authentication**with FortiToken Mobile:****1. Download the FortiToken Mobile App.**

Open the app store on your phone.

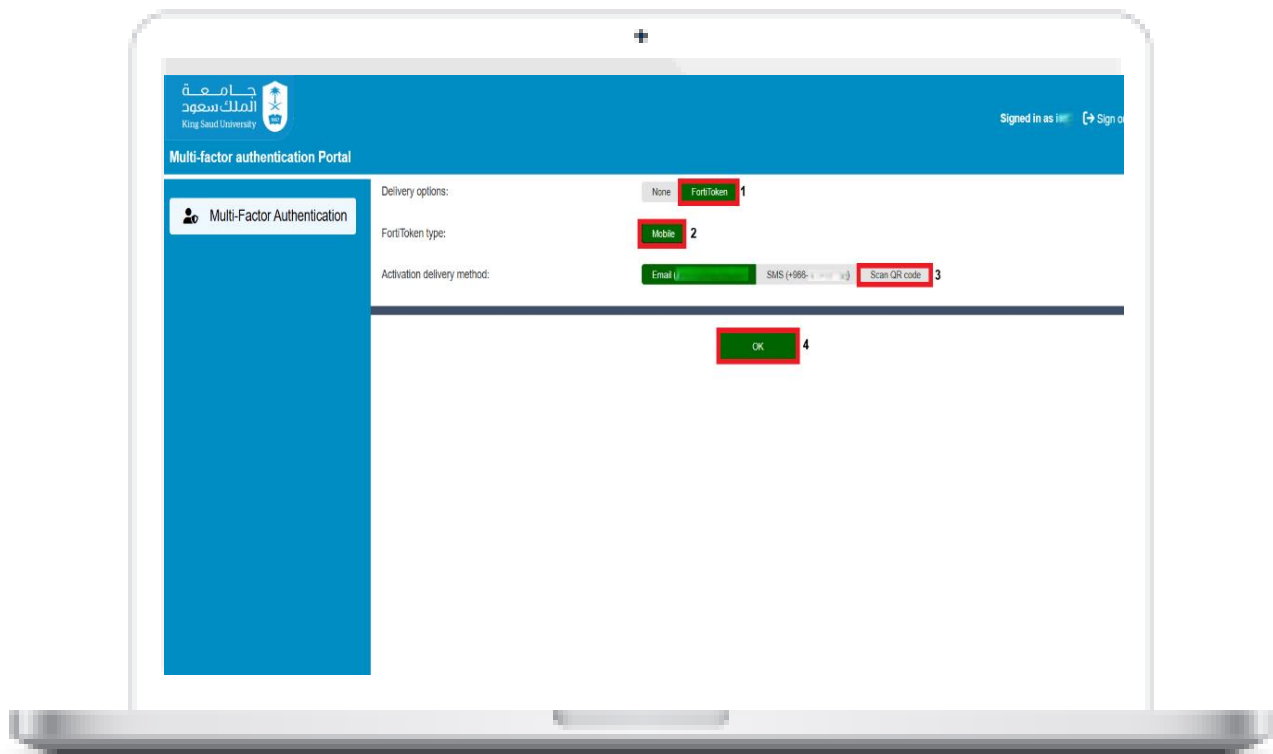


Mobile store	Direct download link	App Icon	QR code
Android phones	Download FortiToken Mobile from Google Play Store		
iOS phones	Download FortiToken Mobile from the App Store		

- To download the application, click **Install**.
- Launch the app once the download is finished.

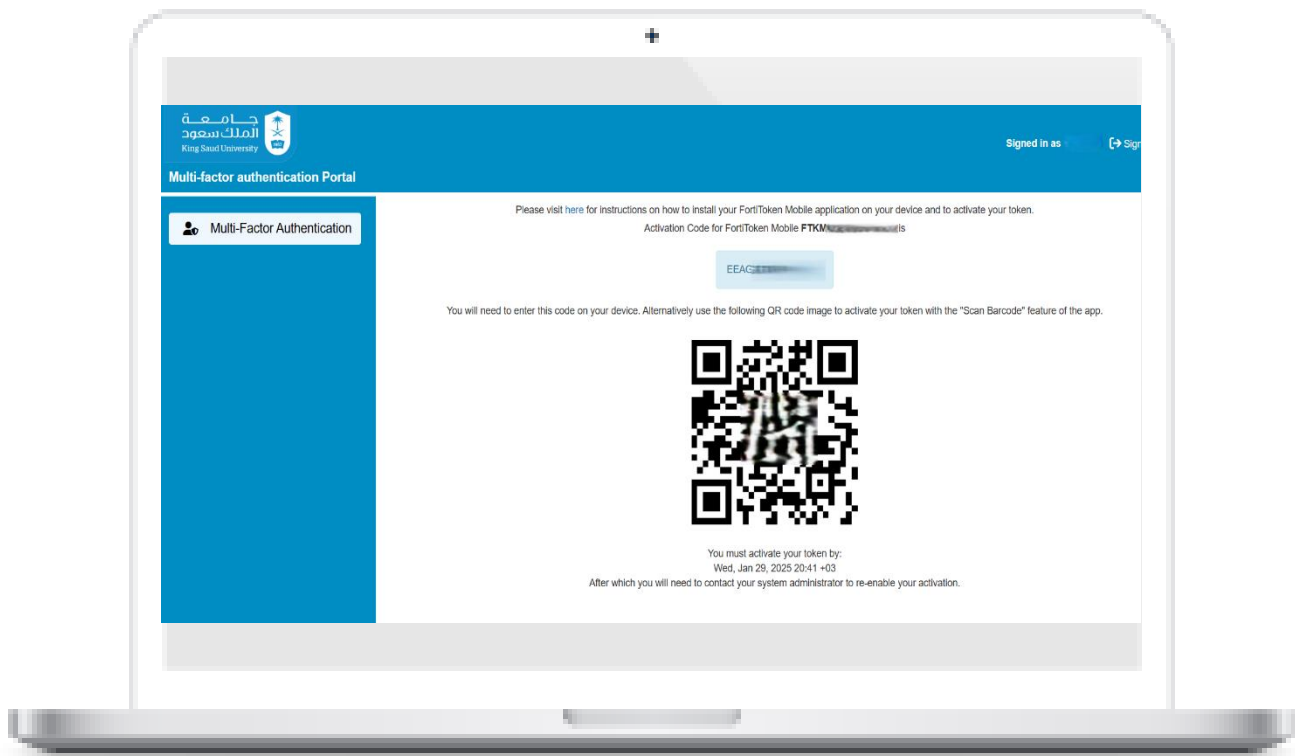
2. Set up and activate your account:

- Launch your computer's browser.
- Go to the website of the two-factor authentication service:
<https://mfa.ksu.edu.sa>
- To access the website, enter your login credentials.



- As shown in the above image, do the following:
 1. select FortiToken.
 2. Click on Mobile.
 3. Click Scan QR code, then OK.

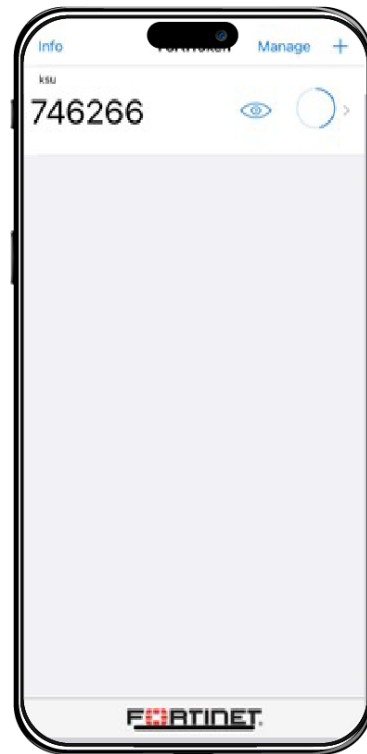
4. The QR code will appear on the screen, similar to the one pictured below:



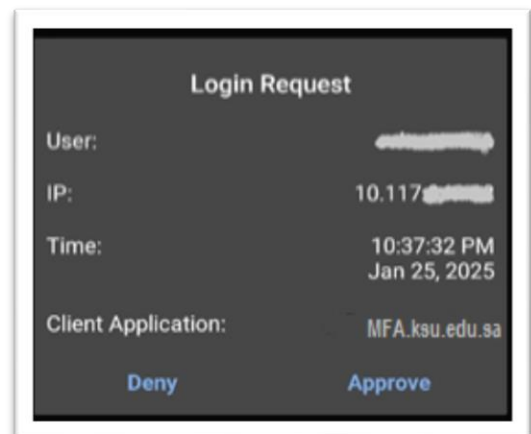
5. **Open** the FortiToken Mobile app on your phone.
6. As indicated in the image, select **Scan Barcode** from the application and use your phone's camera.
7. Read the QR code displayed on the computer, as indicated in above image (step 4).
8. Now, your account has been added to the application successfully.



9. A screenshot of the application after adding an account.



10. Now, if you need to use a service that requires two-factor authentication, make sure your mobile phone has internet connectivity, then you will receive a prompt notification for login approval, as seen in the image. Click the Approve button to confirm the request, and you will be able to access the needed service.

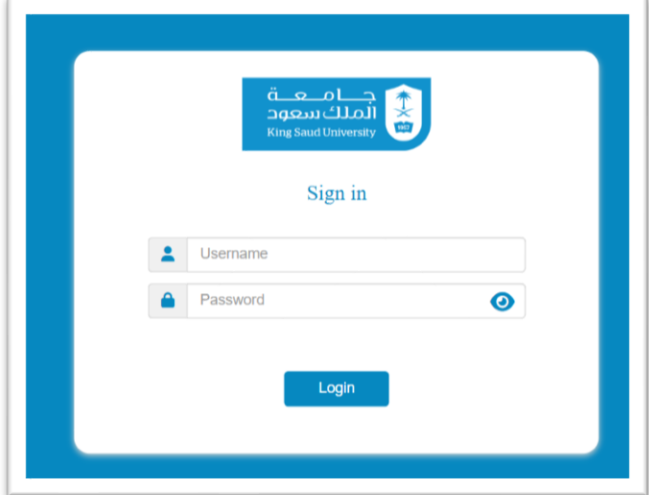


Guide to Reconfiguring the FortiToken Authentication Code

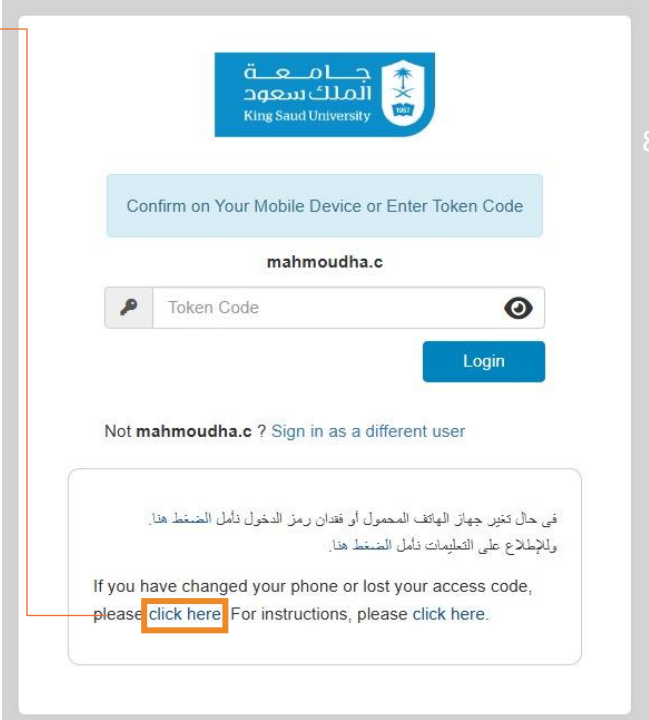
❖ If **you change your phone** or lose the activation code, please follow the steps below:

1. Log in to the two-factor authentication.

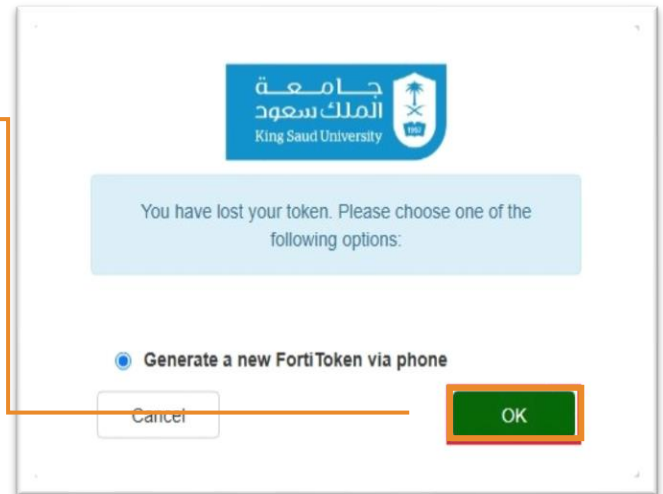
<https://mfa.ksu.edu.sa>



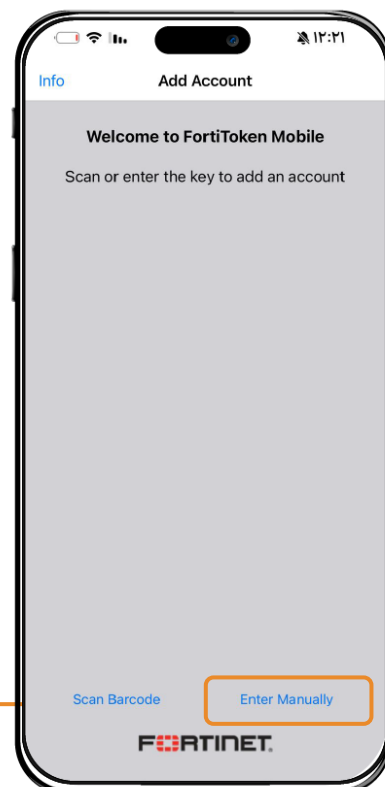
2. After logging in, click on here



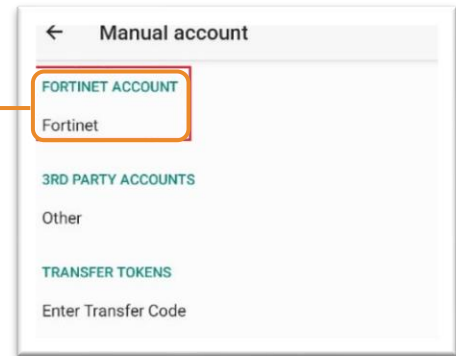
3. After clicking OK, you will get a text message (SMS) on your registered mobile phone containing a new activation code. add it using the steps given on manual entry page No. 5



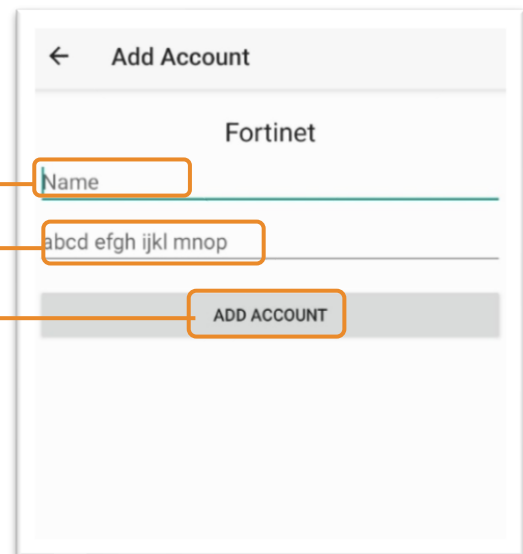
4. From the application, choose "ENTER MANUALLY".



5. Choose "FORTINET ACCOUNT".



6. Enter a descriptive name for the account, such as "My University Account," in the Name field.



7. Enter the activation code that you received through SMS to your phone in the second field.
8. Finally, click Add Account to complete the activation process.