

## **The setting and usage of the two-factor authentication in the Neptun TR system of the Hungarian University of Agriculture and Life Sciences**

In accordance with the current security standards, and to prevent possible security incidents, the two-factor identification service has been activated in the NEPTUN study system (NEPTUN TR) of the Hungarian University of Agriculture and Life Sciences.

### **The use of two-factor authentication is obligatory for all users with an account in Neptun system!**

Two-factor authentication means that in addition to the previously used Identity + Password pair, a 6-digit code (token) is also required for each login to NEPTUN TR, generated by an authenticator (authentication application).

#### **Steps to set up two-factor authentication:**

1. **Download the authenticator to your smartphone/computer**
2. **Registration in the authenticator and setting up two-factor authentication in NEPTUN TR**
3. **Using the authenticator (entering a code every time you log in)**

#### Before you start the installation we recommend that you take note of the following:

- Greater security is achieved if the system and the authenticator are running on different devices, because then both need to be accessed by an unauthorised user, which is more difficult to achieve. **For this reason, we recommend installing the authenticator on your mobile phone and logging into NEPTUN TR on a personal computer!** In case you have only one device, you can install the authenticator on this device.
- **Be sure to enter a unique password for your Neptune login, make sure that your Neptune password does not match any other password used in any other system.**
- **Do not share your password with anyone!**

#### **1. Download Authenticator (authentication app)**

##### To smartphone:

##### **Google Authenticator:**

Android: <https://play.google.com/store/search?q=google+authenticator&c=apps&hl=hu>

iOS: <https://apps.apple.com/hu/app/google-authenticator/id388497605>

##### **Microsoft Authenticator:**

Android: <https://play.google.com/store/apps/details?id=com.azure.authenticator&hl=hu>

iOS: <https://apps.apple.com/hu/app/microsoft-authenticator/id983156458?l=hu>

##### **FortiToken:**

Android:

[https://play.google.com/store/apps/details?id=com.fortinet.android.ftm&pcampaignid=web\\_share](https://play.google.com/store/apps/details?id=com.fortinet.android.ftm&pcampaignid=web_share)

**To personal computer:**

**FortiToken:**

Windows: <https://apps.microsoft.com/store/detail/fortitoken-windows/9P0TDH1J7WFZ?hl=en-us&gl=us>

macOS: <https://apps.apple.com/us/app/fortitoken-mobile/id500007723>

**Step Two:**

macOS: <https://steptwo.app/> (macOS-only application for registering two-factor keys, similar to FortiToken)

The listed applications are free to install and use!

## 2. Registration in the authenticator and setting up two-factor authentication in NEPTUN TR

Install one of the applications listed in point 1 on your device, then launch it when the installation is complete.

If you are one of our students or lecturers, log in to the NEPTUN TR web interface. You will be greeted with this window the first time you log in:

The screenshot displays a registration window for two-factor authentication. At the top, there are four QR codes. To the right of the QR codes, there are two numbered steps: 1. Open an Authenticator app (eg.: Google Authenticator, Microsoft Authenticator etc.) and 2. Scan this QR code in the app. Below the QR codes, there is a text box with the instruction: 'If you can't scan the QR code, you can also activate two-step authentication by entering a text code in the Authenticator app.' To the right of this text box is a button labeled 'Show the code'. Below this, there is a third numbered step: 3. Enter the 6-digit code generated in the Authentication application and your password. There are two input fields: 'Enter code' with a placeholder 'eg.: 123456' and 'Password'. At the bottom left, there is a blue 'Setup' button.

***Two factor authentication registration window***

If you have the authenticator installed on your smartphone, press the "+" sign in the app and follow the steps to select the **Scan QR code** option, which will scan the QR code from another device's screen.

If you don't have another device or you have installed the authenticator on your computer, clicking on the "**Show code**" button in the window „register for the two factor authentication” in NEPTUN TR will display the character string for the QR code in the field, which can be copied into the authenticator. The character string can also be saved to a file, which can be used to install the authenticator on multiple devices in succession. Be careful to delete the saved character string after each installation! Multi-device installations should be used only when justified, instead we recommend a single installation of the authenticator on a mobile phone.

The Authenticator then generates a **6-digit code** every 30 seconds. To proceed, you must enter the 6-digit code **currently generated** by the Authenticator in the "Enter code" field of the window. In the "**Password**" field, you must enter **the password for your Neptun ID** to finalise it, then press the "**Set**" button.

### 3. Use the authenticator (enter a code every time you log in)

After successful registration, **each time you log in to NEPTUN TR**, you have to start the authenticator and after entering the Identifier+Password, you have to enter the current 6-digit code in the authenticator, selecting the line you registered for Neptun login!

Please note that if you have only a few seconds left before the code is renewed, you should wait until the new code appears, because if you start entering a code in the last seconds, the code you have entered may become obsolete. In this case, the process can be repeated.

The authentication application can be closed after the code has been entered, it is not necessary to keep it running. It is good to know that it only requires an internet connection when registering, not afterwards.

### 4. Other information, technical conditions, help

#### Terms of the two-factor authentication service:

- The **Google Authenticator** can be reached iOS 13.0 version or above, Android 4.4 version or above.  
A **Microsoft Authenticator** can be reached iOS 11.0 version or above, Android 6.0 version or above.  
A **FortiToken** can be reached Windows 10 verzió 14393.0 or above, macOS 11.0 or above.  
Az **Authy** can be reached macOS 10.11 or above, Linux (Ubuntu, Linux Mint, Debian, Manjaro).
- Internet connection on a device running the Neptun Unified Learning System. An internet connection is required to install the authentication application of your choice, but no internet connection is needed to generate the 6-digit token for key registration and ongoing use.
- Smart device (Device running Android or iOS operating system) or personal computer
- Existence of a validation application on the device selected in point 1
- Client privileges in MATE NEPTUN TR

#### What to look out for when using two-factor authentication:

- When purchasing a new device, if the applications are not transferred to the new device, you will need to delete the two-factor authentication and then re-register it on the new device. **If you need help, please follow the steps of "Technical support" section at the end of this manual!**
- When re-registering, the previous account must be deleted in the Authenticator.
- Specify the generated token exactly! In case of a typo, you will not be able to enter.

- You can use the same two-factor registration with multiple Authenticators if you keep the copyable string associated with the QR code.
- Users who have access to several Neptun services at the same time (instructor, student, client administrator) will have access to all of them with the token created when registering through one of the interfaces. The authentication registration will only need to be done once.
- After an unsuccessful registration, if the window containing the QR code has already been closed, but the corresponding account has already been created in the Authenticator application of your choice, it is necessary to delete the previously created code account in the application before re-registering, as it will no longer be valid and usable.

### Technical support:

If you need technical assistance with two-factor authentication, please summarise your problem briefly in an e-mail with "**2-factor**" in the subject line and be sure to include your **Neptun ID**. Send the letter from your e-mail address recorded in NEPTUN TR to [neptun@uni-mate.hu](mailto:neptun@uni-mate.hu).

### Example email:

Send	To...	neptun@uni-mate.hu
	Cc...	
Tárgy		2factor

Dear Administrator,

I cannot log into Neptun system because I had to reinstall the application used for two-factor login due to a phone change. Please make it possible for me to register the new application.

Best regards  
Name  
Neptun ID

Gödöllő, January 20, 2025.

Hungarian University of Agriculture and Life Sciences  
Educational Directorate