Enabling a USB Hardware Key to Access Viking Portal

Using a USB Hardware Key is a convenient and safe way to create a One Time Passcode (OTP) in order to access your Viking Portal. The following instructions will help you get set up.

Step 1: Log into Viking Portal with your credentials. https://portal.lbcc.edu/sso/
Step 2: Navigate to the top right and click on the drop down by your ID and select Edit Profile (If you see Manage Settings instead, click on that).

Step 3: Here you will see all of your account settings. Go down to Yubi Key / Hardware Key and click on Add new YubiKey Token.
Step 4: Add a Name/Description of your choosing. For this example, we put My Yubi Key.

Then, put your cursor in the One Time Passcode (OTP) line and then stick your USB Hardware Key into your device. Once your cursor is in the OTP line, use your thumb to click the button on your USB Hardware Key. From there, the Key will formulate your code and you’re done!

![YubiKey Tokens](image1)

From here, when you go to log into Viking Portal in the future and need an OTP, you can stick your Key into your device, keep your cursor in the OTP line and press the button. That’s it.

Keep in mind that now that you’ve set up your USB Hardware Key, you can choose to use it for your OTP, but you can also use other methods such as your phone. You are not locked into using the Key only.

Important: Be sure to keep your USB Hardware Key somewhere safe and remove it from any classroom computers once you are done using it.

Questions?

Reach out to the IITS Faculty & Staff Help Desk:

- helpdesk@lbcc.edu
- (562) 938-4357