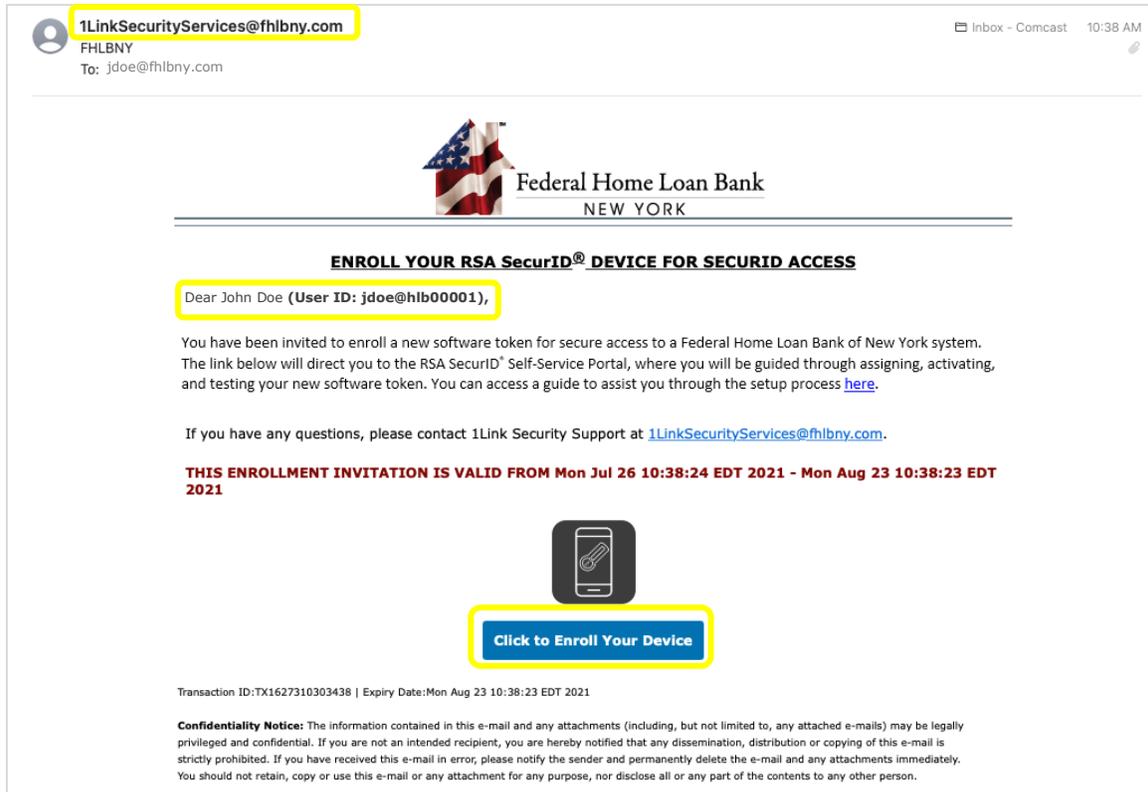


## Setting Up a New RSA SecurID® Soft Token (Token)

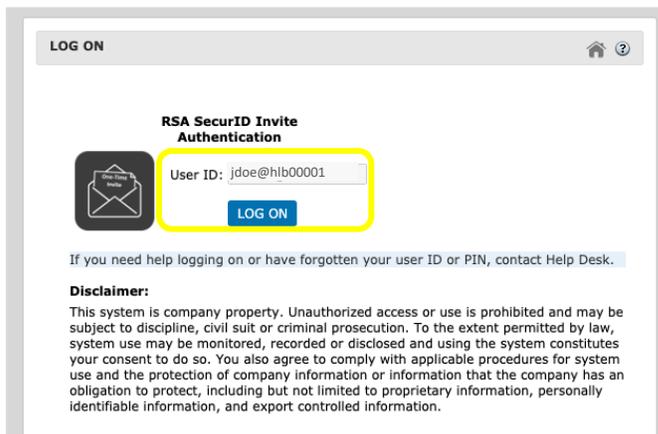
### 1. Authenticate your Token via the RSA SecurID® Self-Service Portal

- A. Open the **"FHLBNY Invitation to Enroll your RSA SecurID® Device"** email from [1linksecurityservices@fhlbny.com](mailto:1linksecurityservices@fhlbny.com) and select **[Click to Enroll Your Device]**, which will bring you to the RSA SecurID Self-Service Portal.

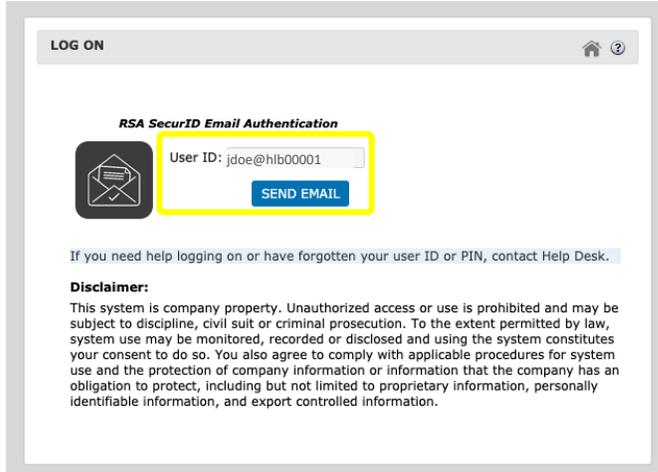
*Note: Your User ID to log in can be found under the "Dear" line of the email.*



- B. Confirm your User ID that auto-populates on screen and select **[LOG ON]**.



- C. Select **[SEND EMAIL]** to receive a one-time passcode.



LOG ON

**RSA SecurID Email Authentication**

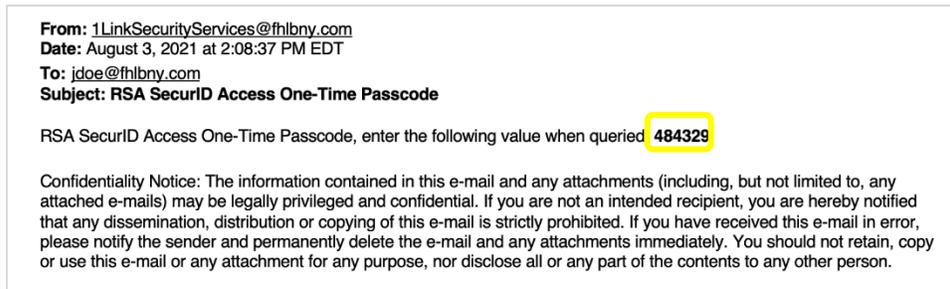
User ID:

**SEND EMAIL**

If you need help logging on or have forgotten your user ID or PIN, contact Help Desk.

**Disclaimer:**  
This system is company property. Unauthorized access or use is prohibited and may be subject to discipline, civil suit or criminal prosecution. To the extent permitted by law, system use may be monitored, recorded or disclosed and using the system constitutes your consent to do so. You also agree to comply with applicable procedures for system use and the protection of company information or information that the company has an obligation to protect, including but not limited to proprietary information, personally identifiable information, and export controlled information.

- D. Open the email from [1linksecurityservices@fhlbny.com](mailto:1linksecurityservices@fhlbny.com) and copy the one-time authorization code.

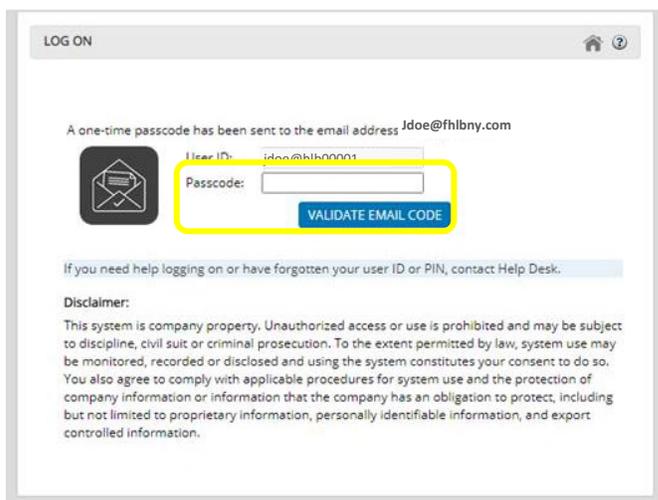


**From:** 1LinkSecurityServices@fhlbny.com  
**Date:** August 3, 2021 at 2:08:37 PM EDT  
**To:** jdoe@fhlbny.com  
**Subject:** RSA SecurID Access One-Time Passcode

RSA SecurID Access One-Time Passcode, enter the following value when queried **484329**

Confidentiality Notice: The information contained in this e-mail and any attachments (including, but not limited to, any attached e-mails) may be legally privileged and confidential. If you are not an intended recipient, you are hereby notified that any dissemination, distribution or copying of this e-mail is strictly prohibited. If you have received this e-mail in error, please notify the sender and permanently delete the e-mail and any attachments immediately. You should not retain, copy or use this e-mail or any attachment for any purpose, nor disclose all or any part of the contents to any other person.

- E. Enter the one-time Passcode you received via email and select **[VALIDATE EMAIL CODE]**.



LOG ON

A one-time passcode has been sent to the email address

User ID:

Passcode:

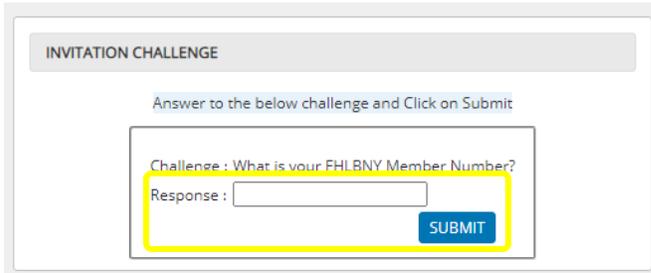
**VALIDATE EMAIL CODE**

If you need help logging on or have forgotten your user ID or PIN, contact Help Desk.

**Disclaimer:**  
This system is company property. Unauthorized access or use is prohibited and may be subject to discipline, civil suit or criminal prosecution. To the extent permitted by law, system use may be monitored, recorded or disclosed and using the system constitutes your consent to do so. You also agree to comply with applicable procedures for system use and the protection of company information or information that the company has an obligation to protect, including but not limited to proprietary information, personally identifiable information, and export controlled information.

F. Answer the challenge question starting with HLB followed by your five-digit FHLBNY Member number, with no spaces, then select [**SUBMIT**].

- E.g., HLB00001



INVITATION CHALLENGE

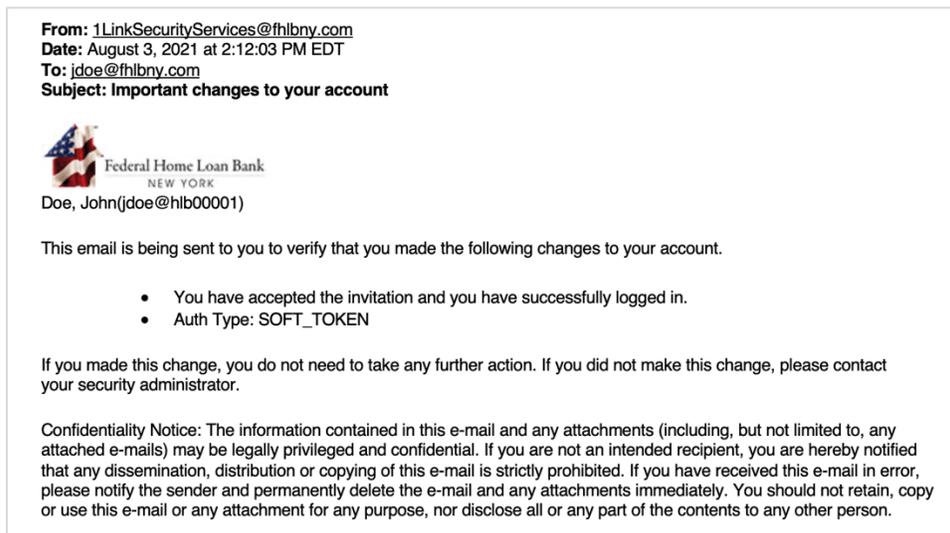
Answer to the below challenge and Click on Submit

Challenge : What is your FHLBNY Member Number?

Response :

**SUBMIT**

*Note: You will receive an "**Important changes to your account**" email to notify you that you have accepted the invitation to enroll your device and have successfully logged in.*



**From:** [1LinkSecurityServices@fhlbny.com](mailto:1LinkSecurityServices@fhlbny.com)  
**Date:** August 3, 2021 at 2:12:03 PM EDT  
**To:** [jdoe@fhlbny.com](mailto:jdoe@fhlbny.com)  
**Subject:** **Important changes to your account**



Doe, John([jdoe@fhlbny.com](mailto:jdoe@fhlbny.com))

This email is being sent to you to verify that you made the following changes to your account.

- You have accepted the invitation and you have successfully logged in.
- Auth Type: SOFT\_TOKEN

If you made this change, you do not need to take any further action. If you did not make this change, please contact your security administrator.

Confidentiality Notice: The information contained in this e-mail and any attachments (including, but not limited to, any attached e-mails) may be legally privileged and confidential. If you are not an intended recipient, you are hereby notified that any dissemination, distribution or copying of this e-mail is strictly prohibited. If you have received this e-mail in error, please notify the sender and permanently delete the e-mail and any attachments immediately. You should not retain, copy or use this e-mail or any attachment for any purpose, nor disclose all or any part of the contents to any other person.

## 2. Import your Token, Complete your Mobile Device Enrollment, and Set your PIN.

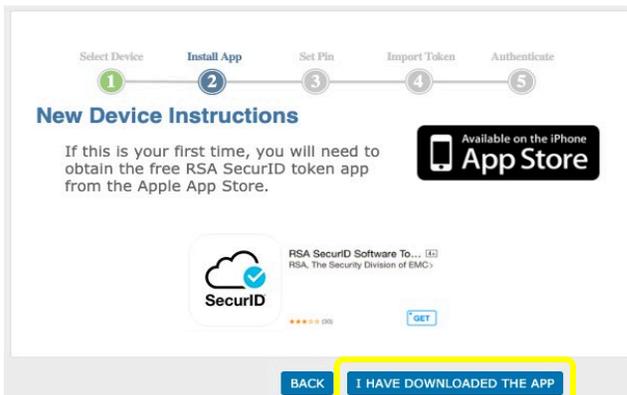
*Note: You will need to download an app on your mobile device for this step.*

A. Select your mobile device type:

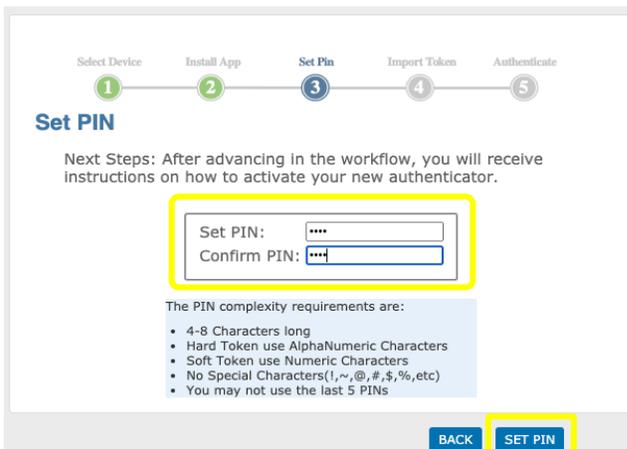
- Android
- iOS 2.x



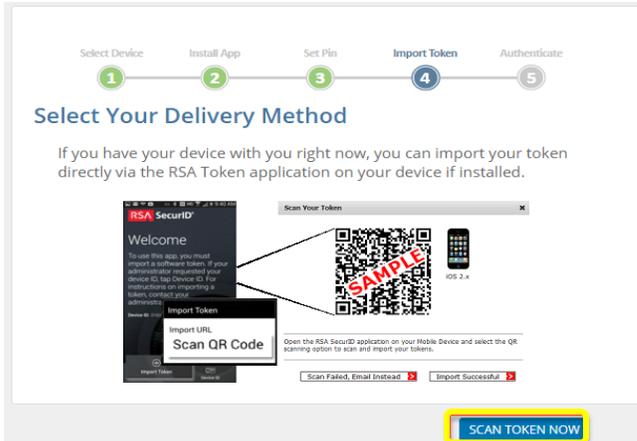
B. Download the RSA SecurID app from the App Store or Google Play onto your mobile device. Once downloaded, select [**I HAVE DOWNLOADED THE APP**].



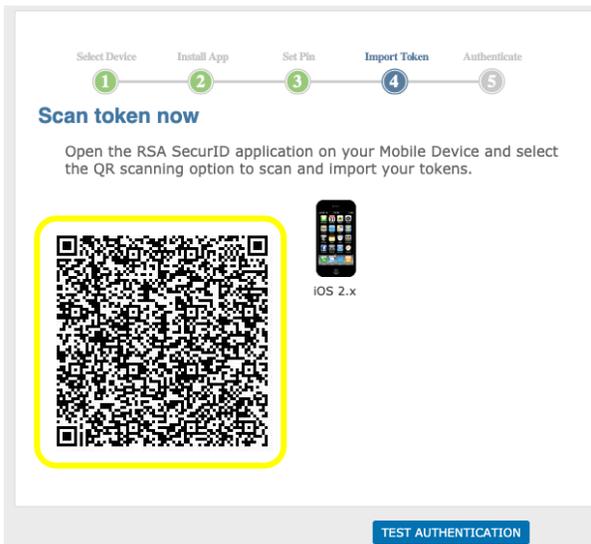
C. Set and confirm your PIN, then select [**SET PIN**]. **IMPORTANT: Your PIN cannot start with 0!** Please note this will be the new PIN for your Token moving forward.



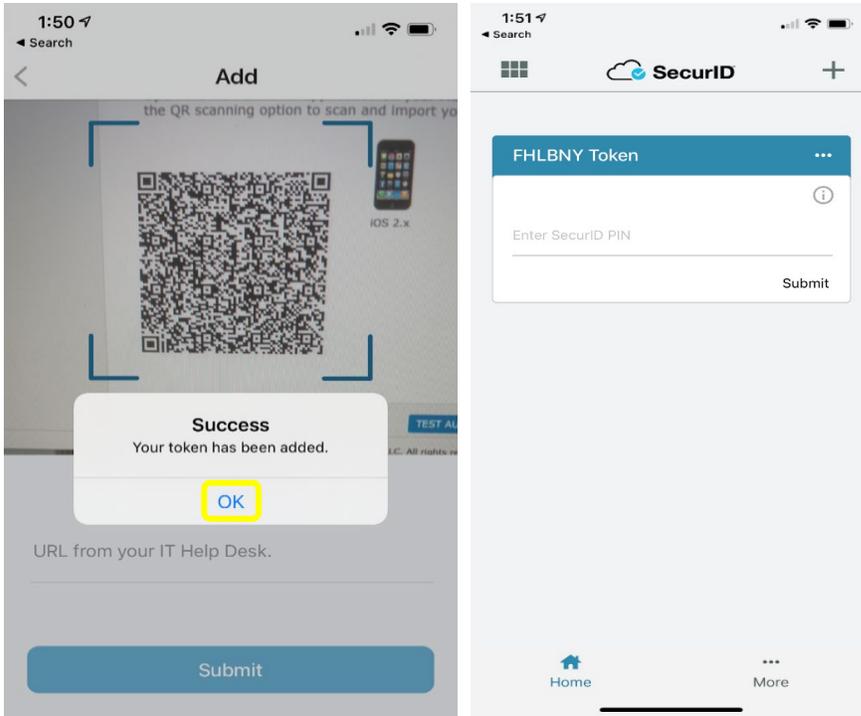
- D. Open the RSA SecurID app on your mobile device, then select **[SCAN TOKEN NOW]** to display a QR Code.



- E. The QR code will appear on the screen for you to scan using the RSA SecurID app on your mobile device.



- F. Scan the QR code from the RSA SecurID app. Once the Token has been successfully imported onto your mobile device, select **[OK]**.

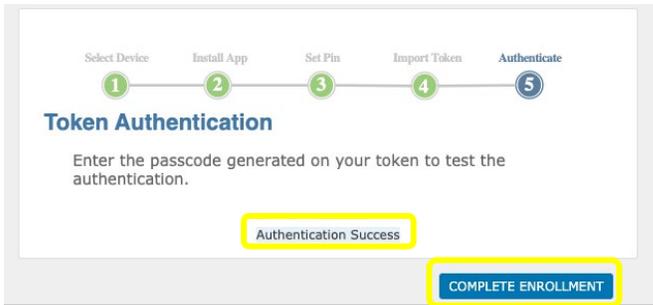


If you would like to rename your Token, click here to view the instructions.

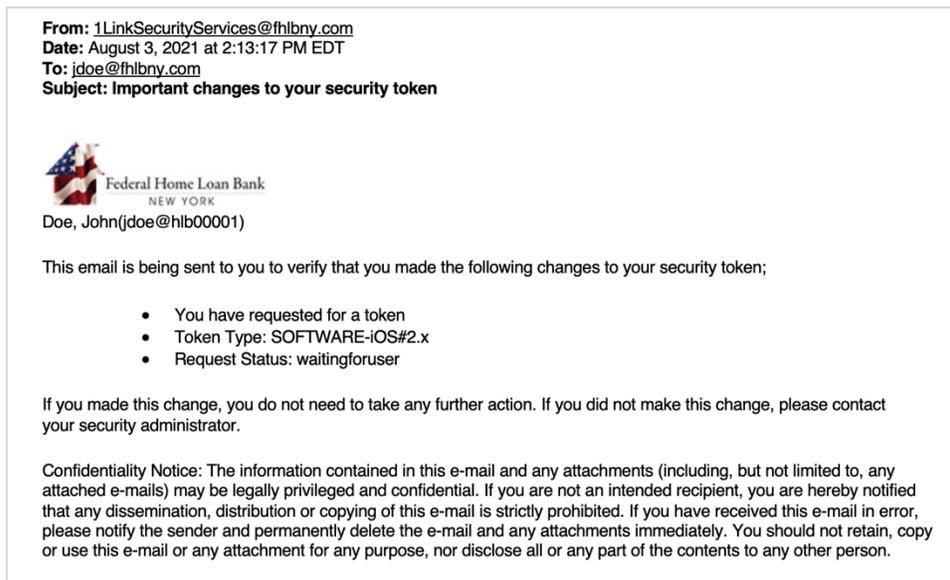
- G. Test the authentication with your newly imported Token by selecting **[TEST AUTHENTICATION]**.
- Enter the RSA PIN into your imported Token
  - Enter the generated Passcode in the below field
  - Select **[TEST LOGIN]**



H. An "**Authentication Success**"- message will display, then select [**COMPLETE ENROLLMENT**].



*Note: You will receive an "Important changes to your security token" email after successfully importing your Token.*

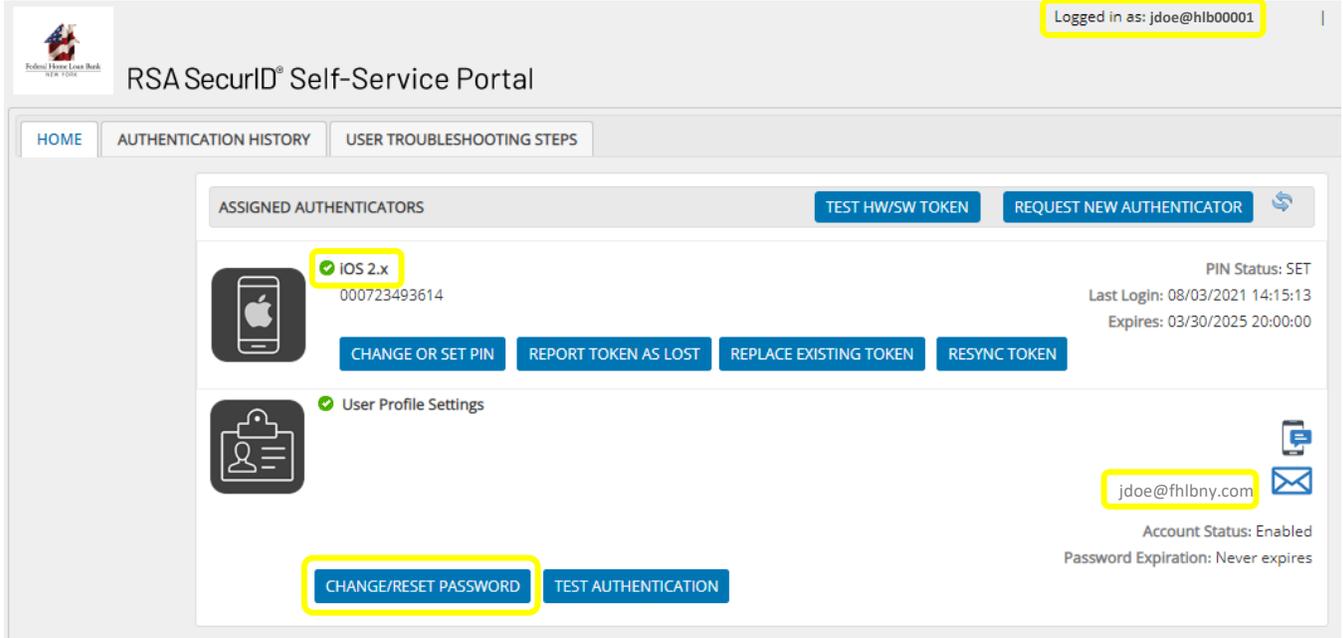


- Your authenticated device will be added under Assigned Authenticators.
- Your Email should be present, and your username should be displayed in the top right corner.

### 3. Change Password

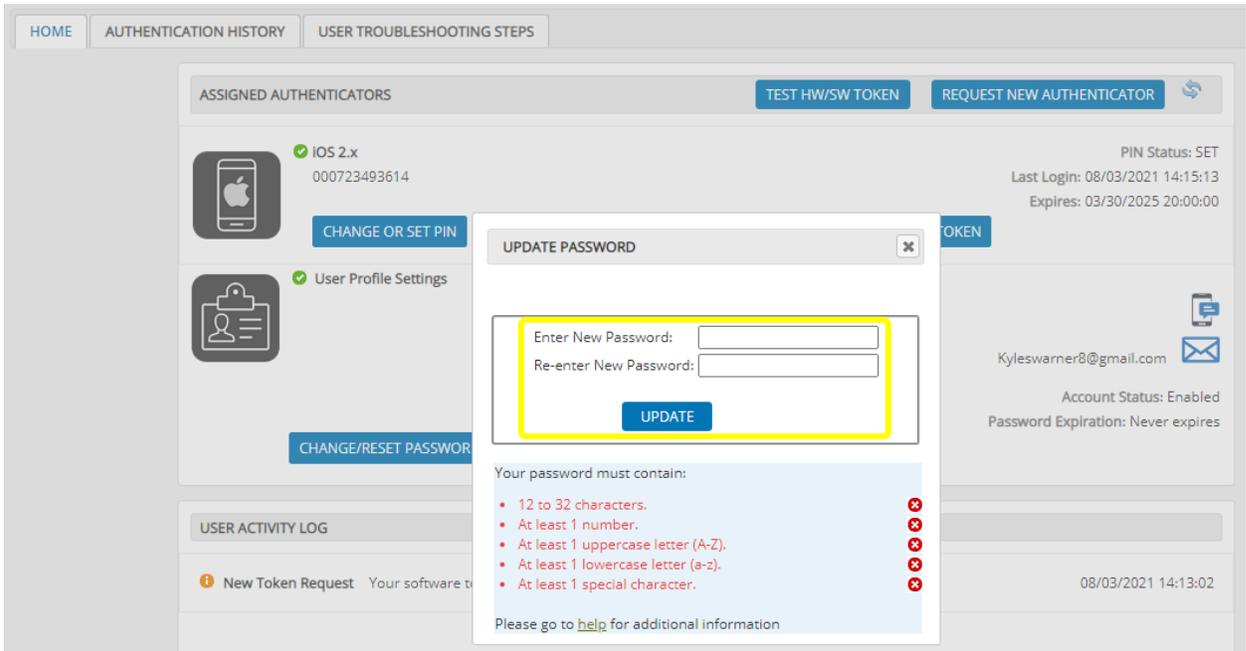
- A. Select **[CHANGE/RESET PASSWORD]**.

*Note: Your authenticated device is now added under Assigned Authenticators. Your user email is presented on the screen, and your username appears in the top right corner.*



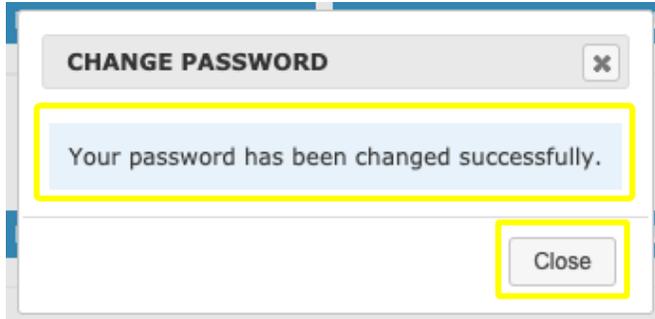
The screenshot shows the RSA SecurID Self-Service Portal. At the top right, it says "Logged in as: jdoe@hblb00001". The main heading is "RSA SecurID® Self-Service Portal". Below this are navigation tabs: "HOME", "AUTHENTICATION HISTORY", and "USER TROUBLESHOOTING STEPS". The main content area is titled "ASSIGNED AUTHENTICATORS" and includes buttons for "TEST HW/SW TOKEN" and "REQUEST NEW AUTHENTICATOR". There are two authenticator entries: "iOS 2.x" with ID "000723493614" and "User Profile Settings". The "iOS 2.x" entry has buttons for "CHANGE OR SET PIN", "REPORT TOKEN AS LOST", "REPLACE EXISTING TOKEN", and "RESYNC TOKEN". The "User Profile Settings" entry has a "CHANGE/RESET PASSWORD" button highlighted with a yellow box. To the right, there is a "PIN Status: SET" section with "Last Login: 08/03/2021 14:15:13" and "Expires: 03/30/2025 20:00:00". At the bottom right, the user email "jdoe@fhlbny.com" is shown, along with "Account Status: Enabled" and "Password Expiration: Never expires".

- B. Enter your new password and re-enter the password to confirm, then select **[UPDATE]**.  
**IMPORTANT: Please note this will be your new login password for the system.**

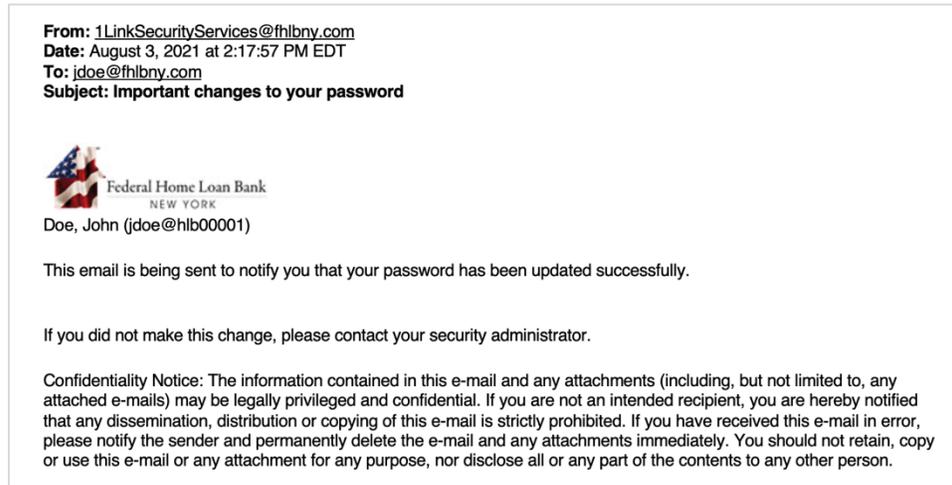


The screenshot shows the same RSA SecurID Self-Service Portal as above, but with a "UPDATE PASSWORD" dialog box open. The dialog box has two input fields: "Enter New Password:" and "Re-enter New Password:", both highlighted with a yellow box. Below the fields is an "UPDATE" button. Underneath the dialog box, there is a list of password requirements: "Your password must contain:" followed by four bullet points: "12 to 32 characters.", "At least 1 number.", "At least 1 uppercase letter (A-Z).", and "At least 1 lowercase letter (a-z).", and "At least 1 special character." Each bullet point has a red 'x' icon to its right. At the bottom of the dialog box, it says "Please go to [help](#) for additional information".

- C. A message, "**Your password has been changed successfully**" displays. Select [**Close**], and you will be redirected to the system Login page.



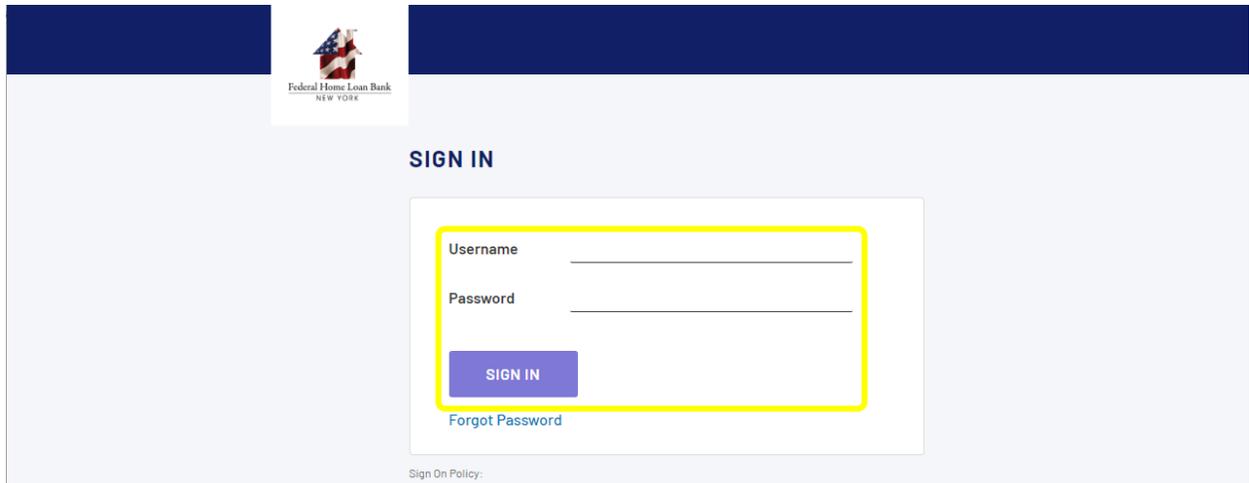
*Note: You will receive an "**Important changes to your password**" email after successfully updating your password.*



- D. You are now ready to log into the System: <https://1Link-IPR.fhlbny.com>.

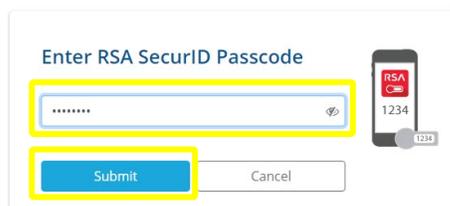
## 4. Logging in Using your Token

- A. Enter your Username and Password, then select **[SIGN IN]**."

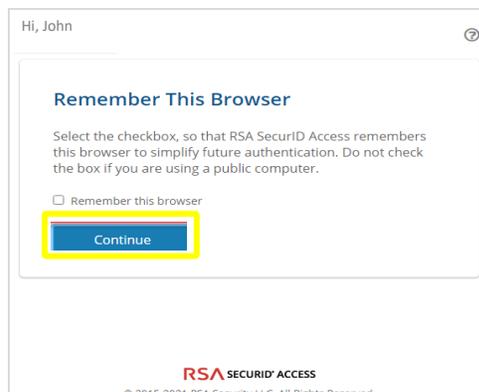


- B. Enter your RSA SecurID Passcode generated from the Token you imported using the previous steps, then select **[Submit]**.

- Enter RSA PIN into your newly imported Token
- Enter the generated Passcode into the below field



- C. Select **[Continue]**.



You are now successfully logged in.