Universität Graz
Profilbereich BioHealth

eLabFTW

External Accounts & 2FA-Setup Guide

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1) Requirements

This guide explains how non-UNI Graz members can get an account and, in particular, how to set up two-factor authentication to use eLabFTW at UNI Graz. To work in eLabFTW, you need an active account that has been created either by the Admin of the expected team or, upon request, by the SysAdmin. As a rule, you should be able to set your own password, so after creating your account, go to the login page and click the “Forgot Password?” button (Figure 1). Enter the email address used to create the account and you will receive a link to set your password.

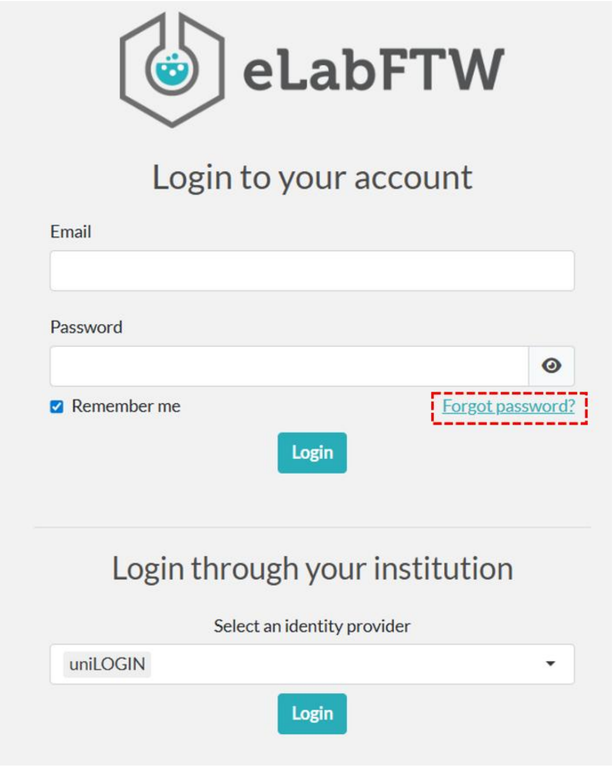
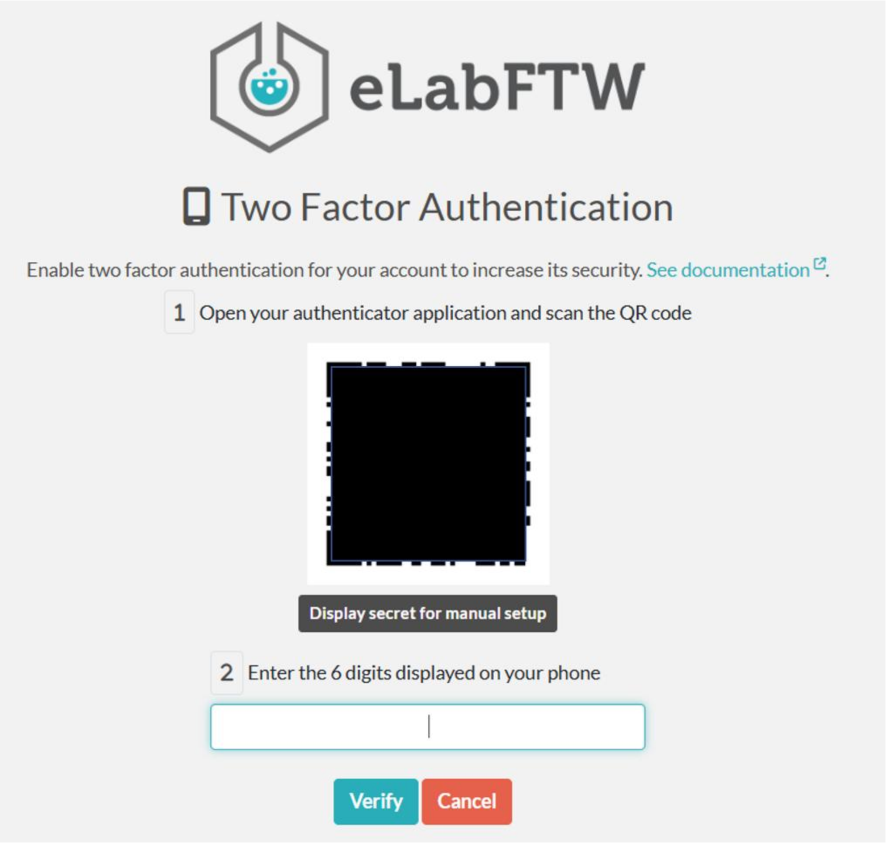


Figure 1: Login page (Set/Reset password)

2) 2FA-Setup

You can then return to the login page and log in with your login details in the regular login field. You will be prompted to set up the second factor (Figure 2).



Two Factor Authentication

Enable two factor authentication for your account to increase its security. See documentation.

1 Open your authenticator application and scan the QR code

[redacted]

2 Enter the 6 digits displayed on your phone

Figure 2: 2FA Setup page

To set up the second factor, you need a suitable program on your PC and/or smartphone (e.g., **privacyIDEA, Aegis & Authy**). If you already have a 2FA authenticator on your device, this should be sufficient for the action. Scan the QR code and enter the number to establish the connection. From now on, you will only need to enter your username and password when logging in, as well as the current sequence of numbers displayed on your authenticator.

3) Tips

Devices (PC, smartphone, tablet, etc.) can be lost or broken, making it impossible to access the second factor. Your admin or sysadmin can reset the 2FA setup and you can repeat the process with another device. Another option is to set up 2FA on multiple devices, e.g., on your work PC (e.g., **2fast via the Windows Store)** and your smartphone. If one device fails, you can still log in without delay.

4) Hard Facts

Operating System: Linux

eLabFTW Version: 5.2.8

Docker image version: 5.6.5

PHP Version: 8.4.5

MySQL Version: 8.0.31

Maximum file size for uploaded files: 100M

Timezone: Europe/Paris