

Oakland Sesame – Set Up Windows Fingerprint Reader

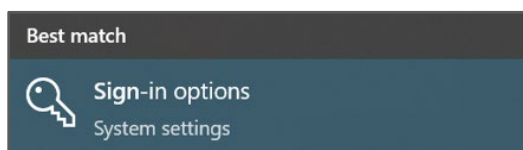
Step 1: Enroll Windows Fingerprint Reader in Oakland Sesame

Refer to the following instructions to set up a built-in **Windows Hello Fingerprint Reader** or a **Kensington Verikey External Fingerprint Reader** in **Oakland Sesame** on your County-owned workstation.

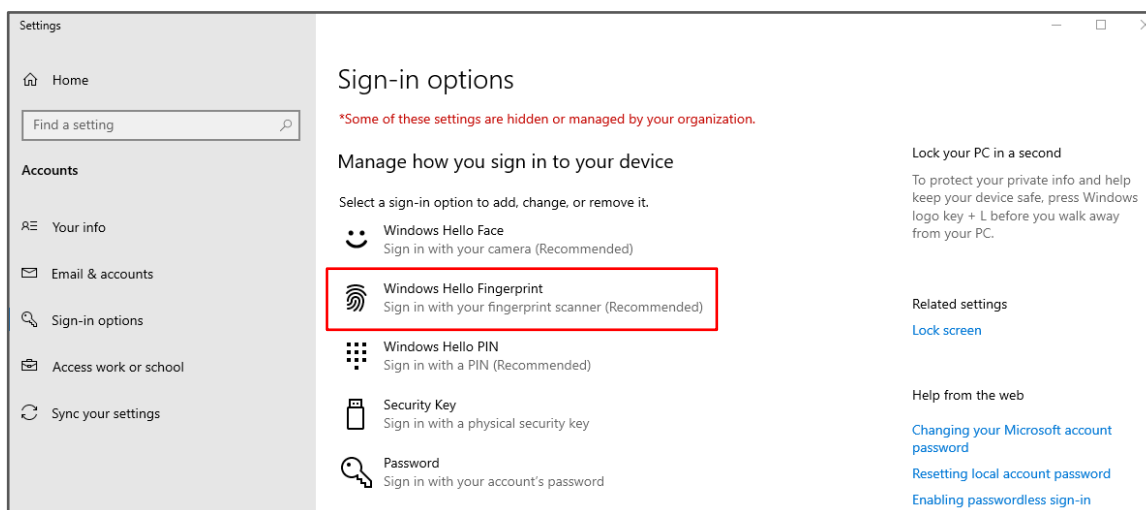
1. From the **Windows Search** bar, type **sign-in options**:



2. Select **Sign-in options** from the popup **Start** menu.



3. From the **Settings** screen in the **Sign-in options** section, click **Windows Hello Fingerprint**.

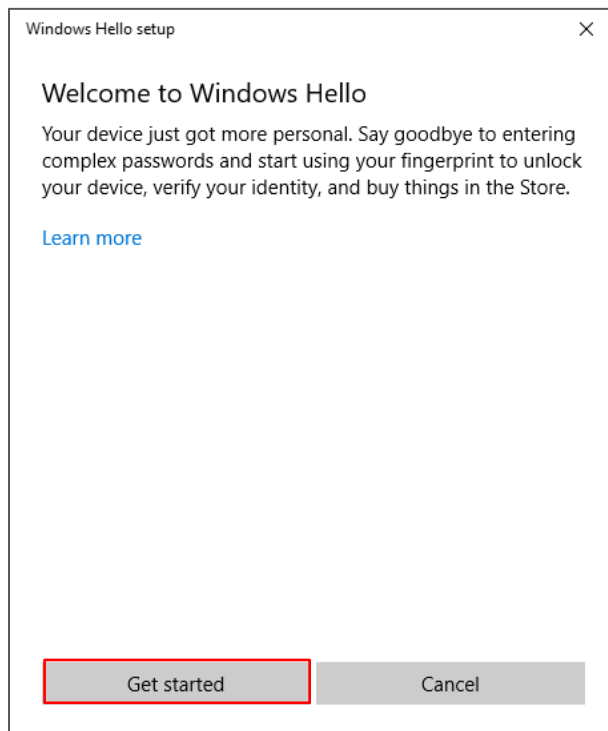


4. From the **Windows Hello Fingerprint** window, click the **Set up** button.

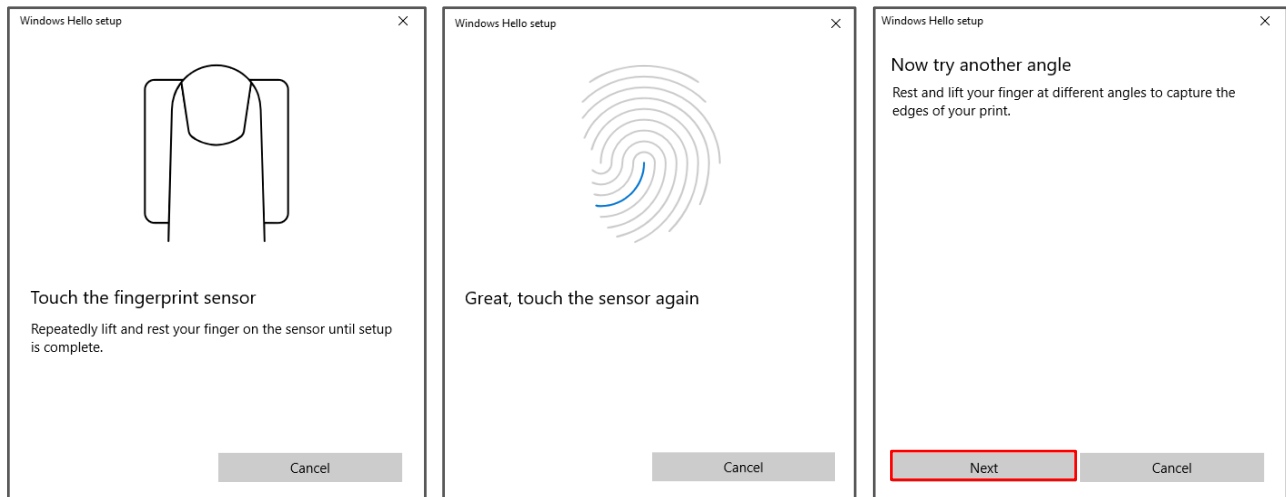


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5. From the **Windows Hello setup** screen, click the **Get started** button.



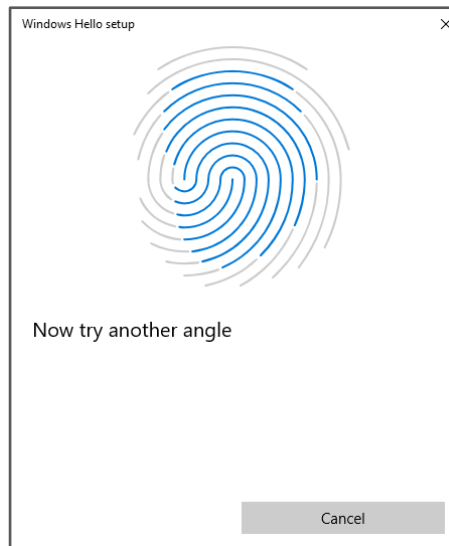
6. Touch the fingerprint sensor and follow the onscreen prompts to record your fingerprint:



7. Click the **Next** button to try another angle.

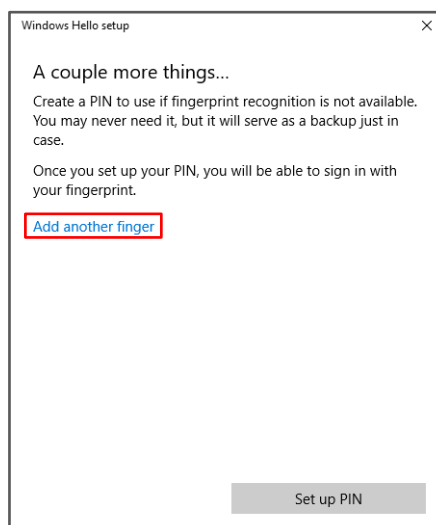
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8. From the **Windows Hello setup** screen, touch the fingerprint sensor again to record other angles.



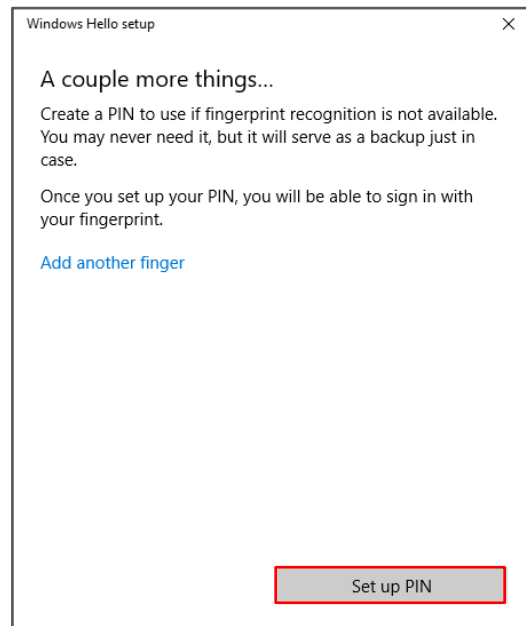
9. Once the setup is complete, the following screen will be displayed. It is recommended that you add another fingerprint (in case the first is not recognized when needed). For each added fingerprint:

- From the **Windows Hello setup** screen, click the **Add another finger** link.
- Repeat [steps 5 – 8](#) above.

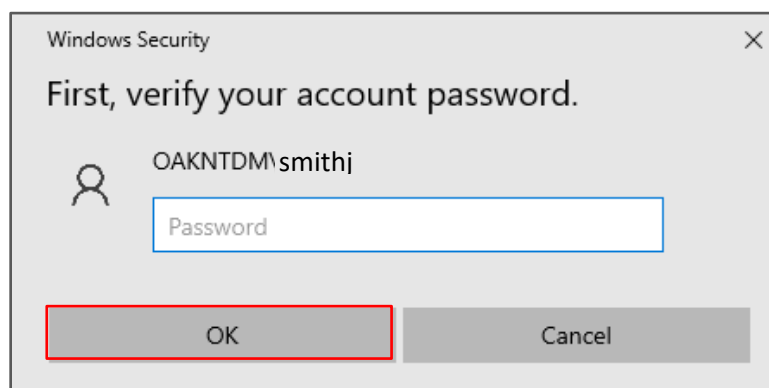


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10. Once the setup is complete for the second fingerprint, you will be asked to create a PIN in case fingerprint recognition does not work at the time you need it.



11. From the **Windows Hello setup** screen, click the **Set up PIN** button.
12. Verify your account password. From the **Windows Security** screen, type your *IAM* password and click the **OK** button.

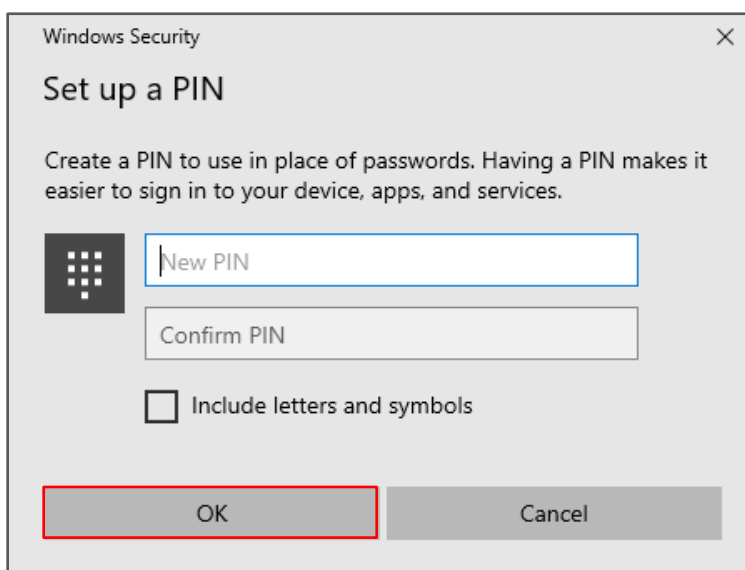


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13. From the **Set up a PIN** screen, in the **New PIN** field, type your PIN. When selecting a new PIN, keep in mind that PINs:

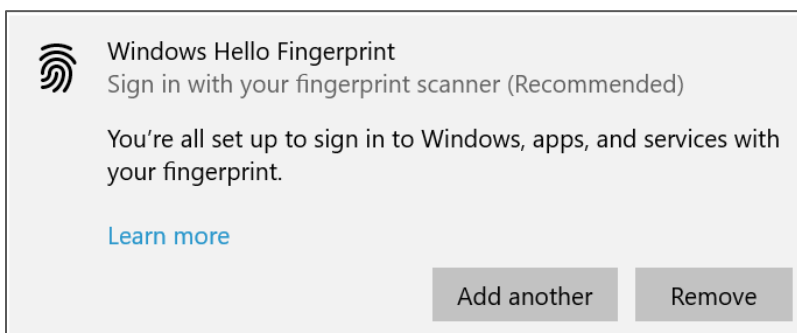
- MUST be 6 numerical characters
- Pattern cannot be repeating or in a numerical order (**222333**, **123456**)
- Letters and symbols are not required however, to include checkmark the **Include letters and symbols** option.

Note: If applicable, click the **PIN requirements** link for more information.

A screenshot of the Windows Security 'Set up a PIN' dialog box. The window has a title bar that says 'Windows Security' and a close button (X) in the top right corner. The main heading is 'Set up a PIN'. Below this, it says 'Create a PIN to use in place of passwords. Having a PIN makes it easier to sign in to your device, apps, and services.' There are two input fields: 'New PIN' and 'Confirm PIN'. To the left of the 'New PIN' field is a small icon of a PIN pad. Below the input fields is a checkbox labeled 'Include letters and symbols', which is currently unchecked. At the bottom, there are two buttons: 'OK' and 'Cancel'. The 'OK' button is highlighted with a red rectangular border.

14. In the **Confirm PIN** field, type your PIN again and click the **OK** button.

15. The following screen will be displayed when enrollment is complete:

A screenshot of the Windows Hello Fingerprint screen. It features a fingerprint icon on the left. The text reads: 'Windows Hello Fingerprint', 'Sign in with your fingerprint scanner (Recommended)', and 'You're all set up to sign in to Windows, apps, and services with your fingerprint.' Below this text is a blue link that says 'Learn more'. At the bottom right, there are two buttons: 'Add another' and 'Remove'.

16. From the **Settings** screen, click the **Close (X)** button in the top right corner.

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Add Another Fingerprint After Setup

We ask that you add another fingerprint after you complete this setup:

1. Search for and select **Sign-in options** from the **Windows Search** bar.
2. From the **Settings** screen in the **Windows Hello Fingerprint** section, click the **Add another** button.
3. Repeat [steps 5 – 8](#) above.

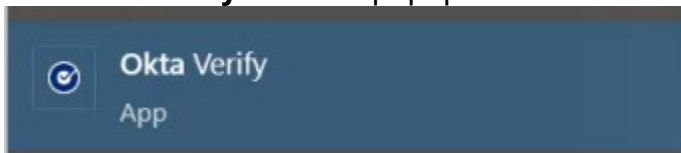
Step 2: Enroll Windows Hello Fingerprint into Okta Fastpass (New way to MFA)

Once setup is complete for **Windows Hello Camera** on your County-owned workstation, you **MUST** enroll into OKTA Fastpass.

1. From the **Windows Search** bar, type **Okta Verify**:

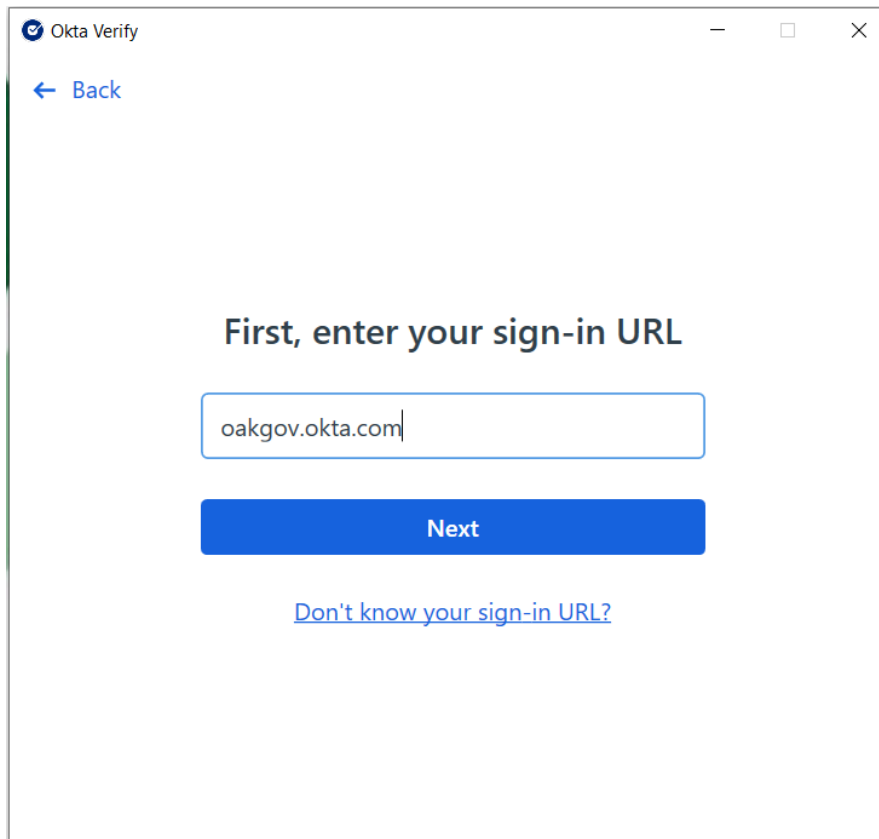


2. Select **Okta Verify** from the popup **Start** menu.



3. Click **“Get Started”**.
You will be presented with the sign-in URL screen. This should be auto filled with **oakgov.okta.com**. if it is not, please enter **oakgov.okta.com**.

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Okta Verify

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First, enter your sign-in URL

oakgov.okta.com

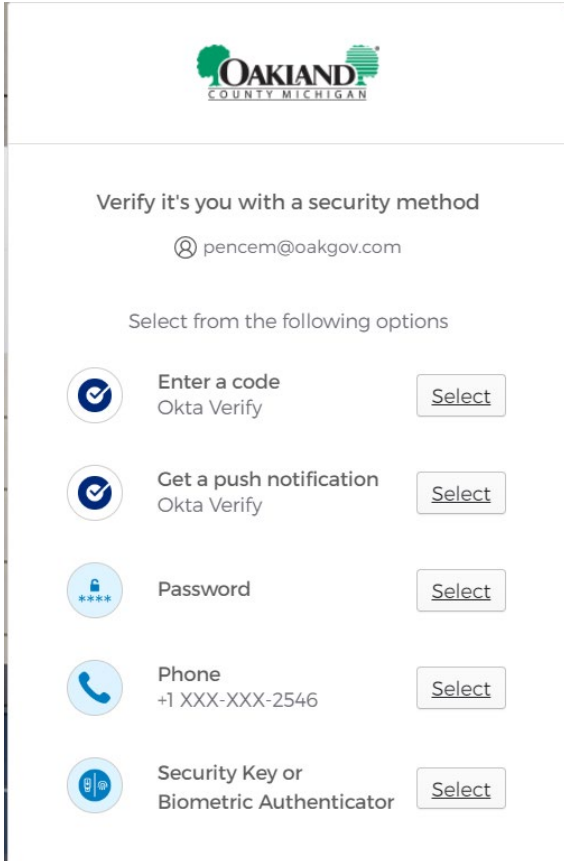
Next

[Don't know your sign-in URL?](#)

Click **Next**

4. You will now be prompted to log into Okta and/or validate using your Multifactor of choice. Follow the onscreen instructions for validating your identity. (Your options may look different)

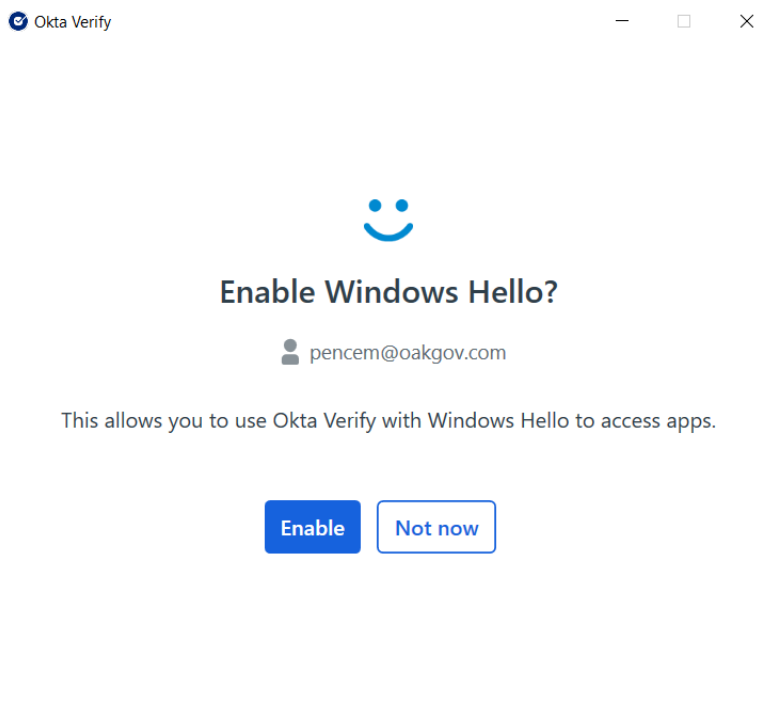
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The screenshot shows the Oakland County Michigan login interface. At the top is the Oakland County Michigan logo. Below it, the text "Verify it's you with a security method" is displayed, followed by the email address "pencem@oakgov.com". A prompt "Select from the following options" leads to a list of five security methods, each with a circular icon and a "Select" button:

- Enter a code** (Okta Verify) with a "Select" button.
- Get a push notification** (Okta Verify) with a "Select" button.
- Password** with a "Select" button.
- Phone** (+1 XXX-XXX-2546) with a "Select" button.
- Security Key or Biometric Authenticator** with a "Select" button.

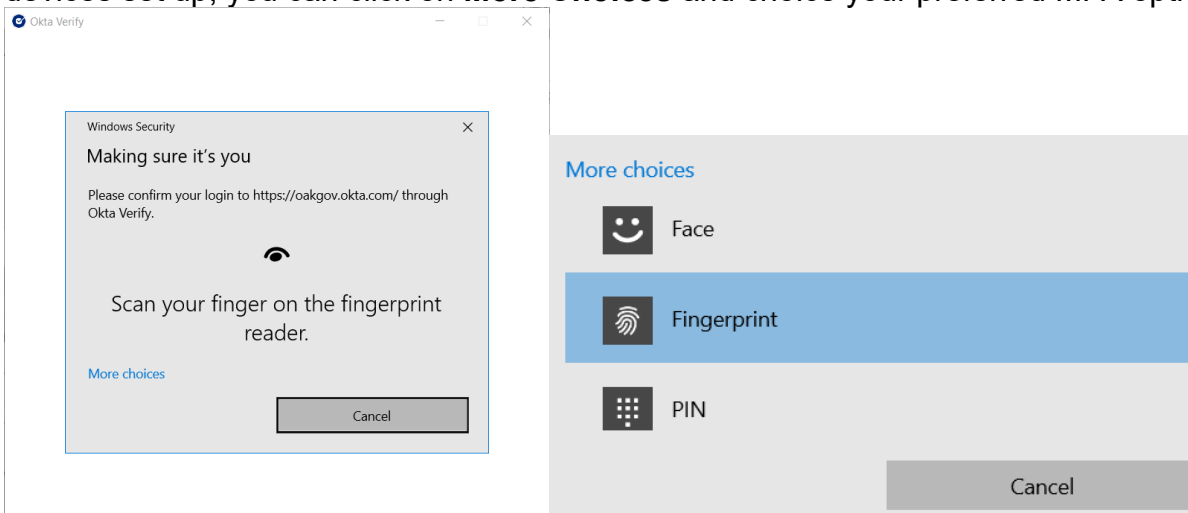
5. After choosing your MFA option Okta Verify should access you to enable Windows Hello. Click **Enable**



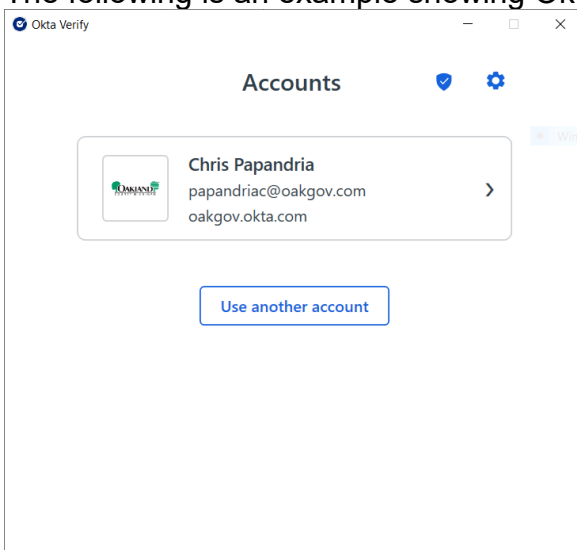
The screenshot shows a dialog box titled "Okta Verify" with standard window controls (minimize, maximize, close). The main heading is "Enable Windows Hello?" with a smiley face icon. Below this is the email address "pencem@oakgov.com". A message states: "This allows you to use Okta Verify with Windows Hello to access apps." At the bottom are two buttons: "Enable" (solid blue) and "Not now" (outline blue).

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6. If you already have Windows Hello setup on your computer, you will be prompted to verify your identity with either a faceID, Fingerprint or PIN. If you have multiple Windows Hello devices set up, you can click on **More Choices** and choose your preferred MFA option



7. Upon completion you will be presented the user Account screen. The following is an example showing Okta Verify is successfully configured.



Log into Windows Using Windows Fingerprint Reader

From the **Windows** login (or locked) screen, tap your finger on the fingerprint reader. You will automatically be logged into **Windows**.

Note: If the fingerprint reader does not recognize your fingerprint, you can always log into **Windows** using the PIN you created above.