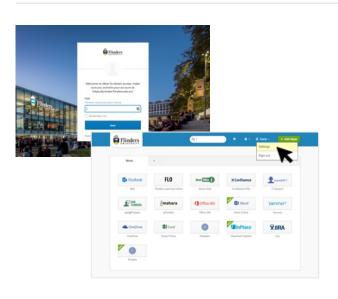


# How to set up a second device for Multi-factor Authentication

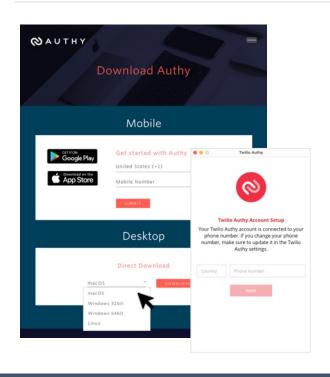


#### Step 1 – Open Settings in your Flinders account



- Log into your Flinders dashboard.
- Click on your username shown in the top right corner and select **Settings**.
- Scroll down to the Extra Verification section.
- Click on Setup next to Google Authenticator.

## Step 2 - Install the Authy desktop app on your Mac



- Go to the Authy site (https://authy.com/download/) and **download the Authy desktop app**.
- Select the MacOS operating system and click Download.
- Open the installed Authy app, enter your phone number and click Next.
- Select your preferred verification method, SMS or Phone Call. \* When you select SMS, you will receive a text containing a code. When you select Phone call, you will receive a code via phone.
- **Enter the code** in the field of the app window.
- **Click on the + icon** in the top right corner of the window.

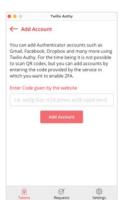


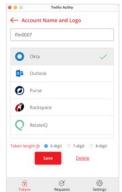
### Step 3 - Setup through your Flinders dashboard



- Click on Setup under the Google Authenticator icon.
- In the Select your device type window, choose any device.
- Click on **Can't scan**? It will show a one-time code. Make a note of this code.

#### Step 4 - Add an account to the Authy desktop app





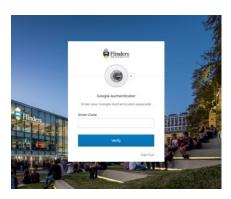
- Return to the Authy desktop app.
- Enter the code and click Add Account.
- Enter your FAN in the Account Name field, choose the Okta logo from the list and click Save.
- Authy will now show you a **6-digit code**.



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#### Step 5 - Verify and complete



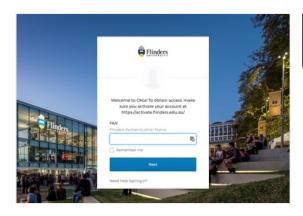
- Return to your flinders browser and click **Next**.
- Enter the 6-digit code and click Verify.



## How to Sign in using Authy

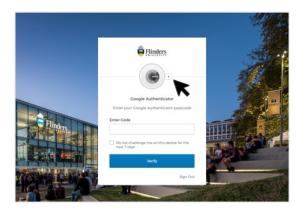
Once the Multi-Factor Authentication feature is enabled, you will be prompted to enter your second authentication factor when accessing your Flinders account.





## Log in

- Go to your <u>Flinders Dashboard</u>, enter your FAN and click Next.
- Enter your password and click Verify.



## Select a method

 Select 'Google Authenticator' from the dropdown list.



## Werify

- Open the Authy app on your desktop.
  A 6-digit code will be generated.
- In the Flinders login window, manually enter the code without spaces.