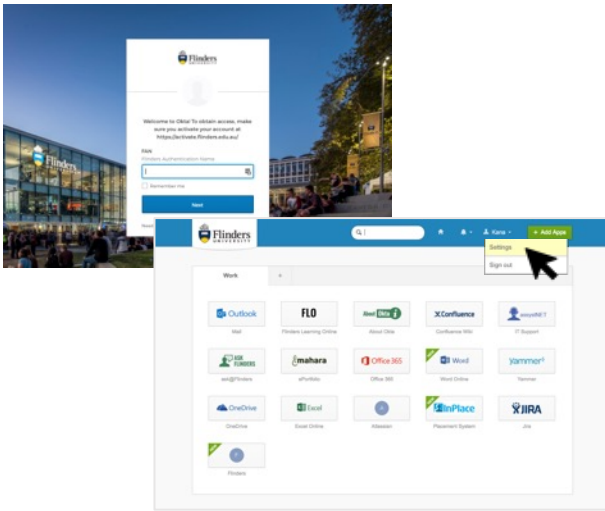




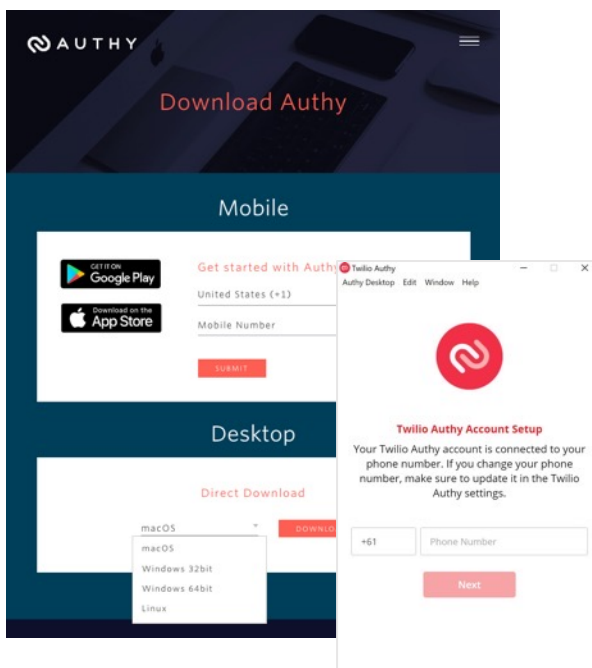
How to set up a second device for Multi-factor Authentication

Step 1 – Open Settings in your Flinders account



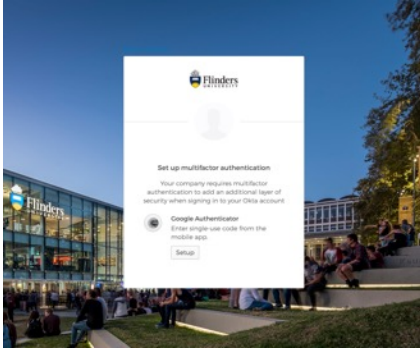
- Log into your Flinders dashboard.
- Click on your username shown in the top right corner and select **Settings**.
- Scroll down to the **Extra Verification** section.
- Click on **Setup** next to **Google Authenticator**.

Step 2 - Install the Authy desktop app on your Windows



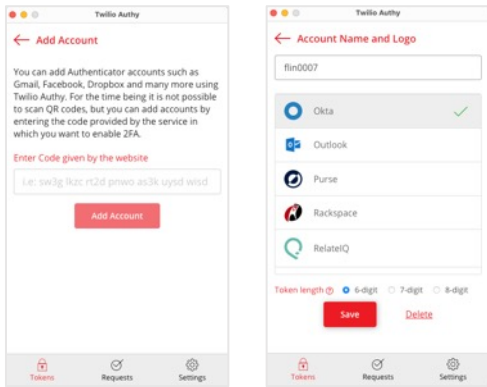
- Go to the Authy site (<https://authy.com/download/>) and **download the Authy desktop app**.
- Select the Windows operating system (32 or 64 bit) and click **Download**.
- Open the installed Authy app, **enter your phone number** and click **Next**.
- Select your preferred verification method, SMS 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.

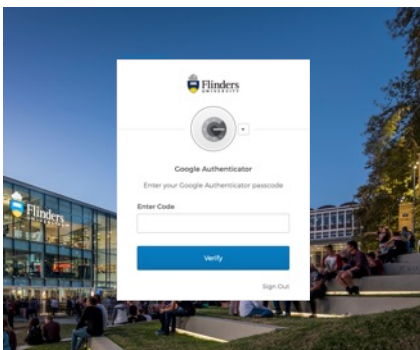
Step 4 - Add an account to the Authy desktop app



- 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**.



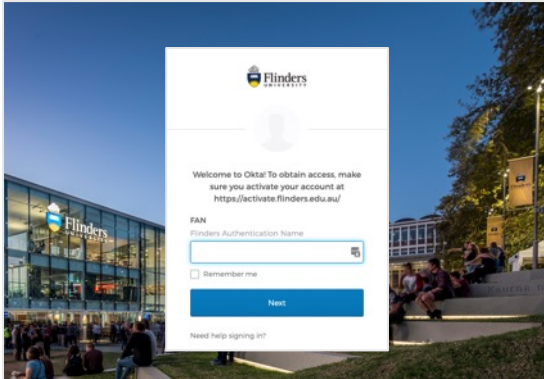
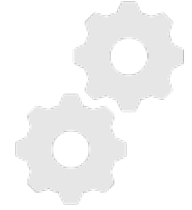
Step 5 - Verify and complete



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

How to Sign in using Authy

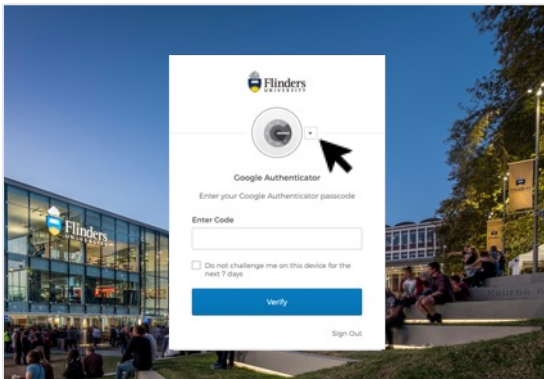
Once the Multi-Factor Authentication feature is enabled, you will be prompted to enter your second authentication factor when accessing your Flinders account.



1

Log in

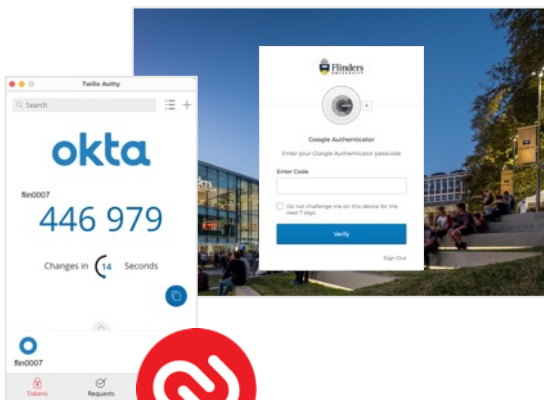
- Go to your [Flinders Dashboard](#), enter your **FAN** and click **Next**.
- Enter your **password** and click **Verify**.



2

Select a method

- Select '**Google Authenticator**' from the dropdown list.



3

Verify

- 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.