

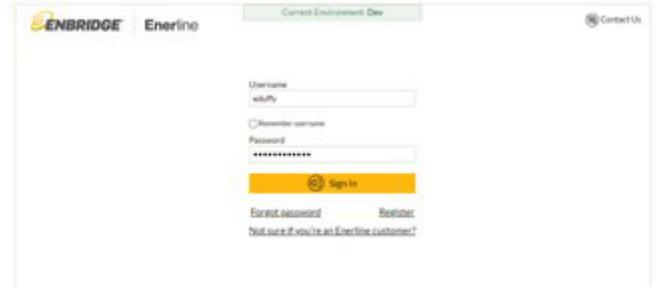
Enerline Multi-Factor Authentication (MFA)

Setting up Desktop MFA

Before setting up your Enerline MFA profile:

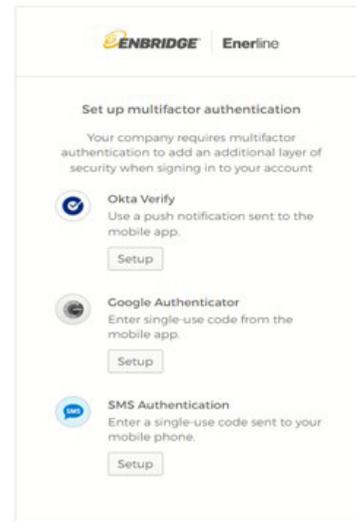
An MFA application external to Enerline is required to be downloaded to your desktop computer BEFORE implementing the steps below to set up your Enerline MFA profile. Please consult with your company's information systems team on which multi-factor authentication application is approved for your use.

1. Enter credentials on the Enerline login screen.

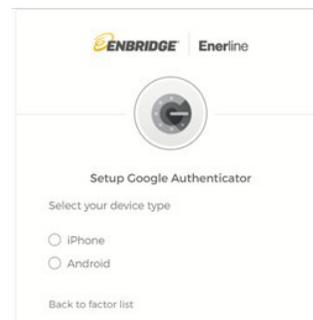


2. Click the **Setup** button for the Google Authenticator or Okta Verify option.

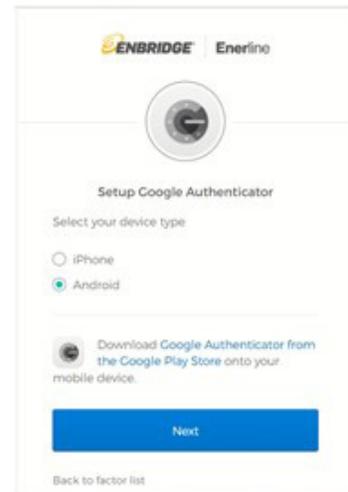
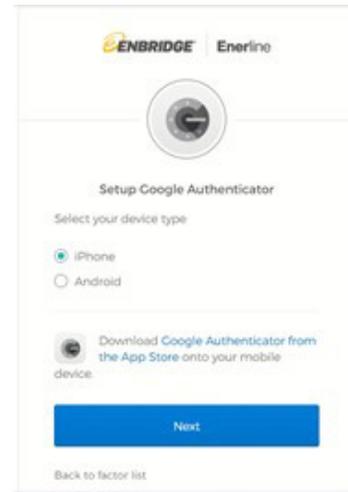
(Screen shots in this document reflect the Google Authenticator option.)



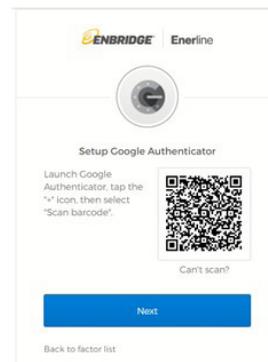
3. Choose either of the mobile device options presented.



4. After selecting either iPhone or Android, additional instructions appear which apply only to those using a mobile device. For your desktop computer, if you have already downloaded an external MFA application, click the **Next** button. If you have not yet downloaded an external MFA application, please do so before proceeding to the next step.

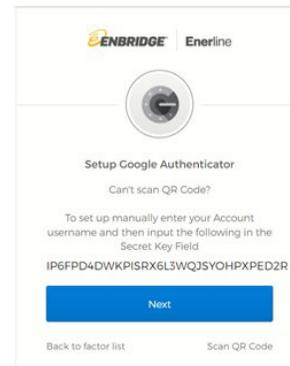


5. Click the **'Can't scan?'** link appearing below the image.



6. You will be required to insert this alpha/numeric code into your desktop authentication application as part of the set up process. (To copy and paste the code, double click on the code to highlight it. To copy, use Ctrl + c; to paste, use Ctrl + v.)

Once the set up steps are complete, you will see a six-digit code that changes periodically. This code will be used to authenticate your identity when logging in to Enerline going forward. Click the **Next** button.



7. The six-digit code provided in your desktop authentication application is to be entered into the 'Enter Code' field. Click **Verify**.

You have now set up a security option to authenticate your identity when logging in to Enerline. Refer to your desktop authentication application for a new six-digit code each time you log in to Enerline.

