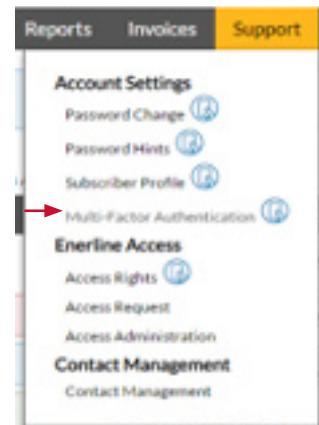


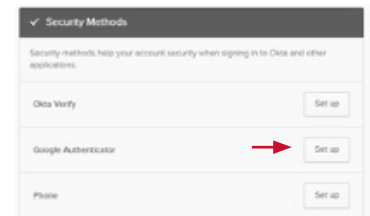
Enerline Multi-Factor Authentication (MFA)

Setting up Desktop MFA

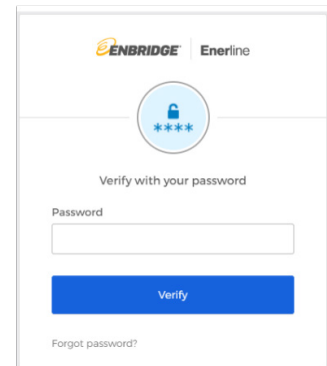
1. Log into Enerline and navigate to Support | Multi-Factor Authentication.
 - a. This will log you into the Okta application which will display in a new window.



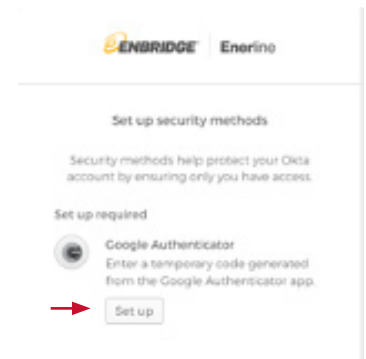
2. From the Okta application under 'Security Methods', select the **Set up** button beside Google Authenticator.



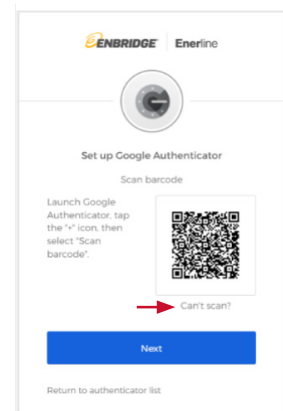
3. Enter your Enerline account password.



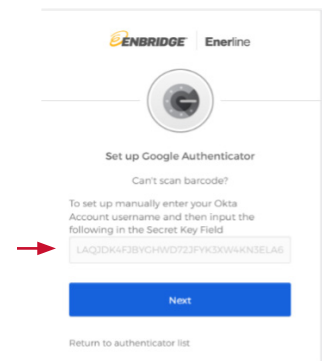
4. From the 'Set up security methods' screen, select the **Set up** button under Google Authenticator.



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5. From the QR Code screen, select '**Can't scan?**' located under the QR code.



-
6. Double click on the key (contains various letters and numbers) located in the box in the middle of the screen.



-
7. Use CTRL + c to copy the key.
-
8. Navigate to your desktop authenticator application.
-
9. With your desktop authenticator application, select to **add a new account**.
-
10. Paste the key in the appropriate field within your desktop authenticator application.
-
11. Follow the instructions of your desktop authenticator application to complete the set up.
-
12. You have proactively completed the MFA set up process. Close the MFA set up tab and you can return to Enerline activities.

Note: When MFA becomes a mandatory step in the log in process, you will be prompted to enter your six-digit authenticator code when logging in to Enerline. In the meantime, you can log in to Enerline as usual.
