MULTI-FACTOR AUTHENTICATION (MFA) – ADVISOR APPLICATIONS

Okta Verify App
Installation Guide

iA Financial Group

OKTA VERIFY APP

When you first log into the Advisor Centre, you will be prompted to set up multi-factor authentication (MFA).

To set up this authentication method, you will need to download the Okta Verify App on your mobile device. Once downloaded follow the steps below.

Download on the **App Store**

GET IT ON **Google Play**

SET-UP TAKES JUST A FEW MINUTES

Step 1

When you click on the Advisor Centre link, you will be redirected to the login page, where you will be asked to enter your **username**.

Step 2

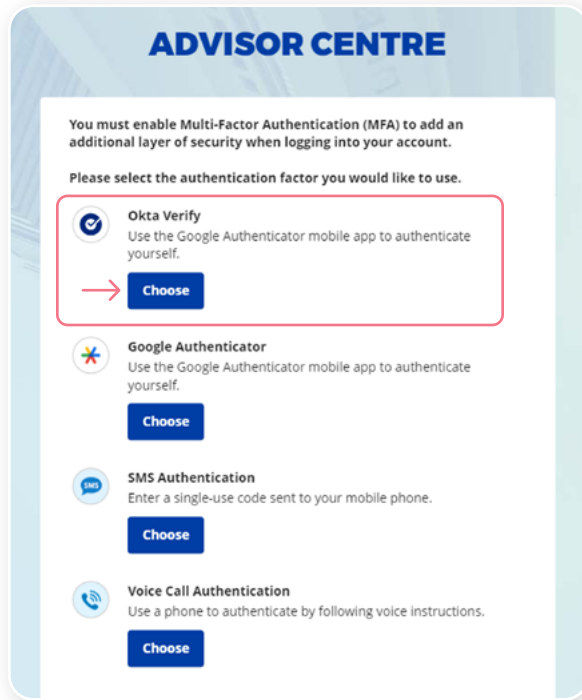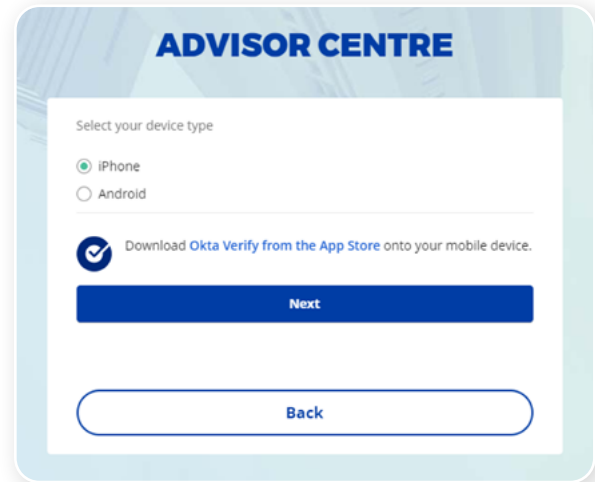Enter your **password**.

Step 3

Click on the **Choose** button in the Okta Verify section.
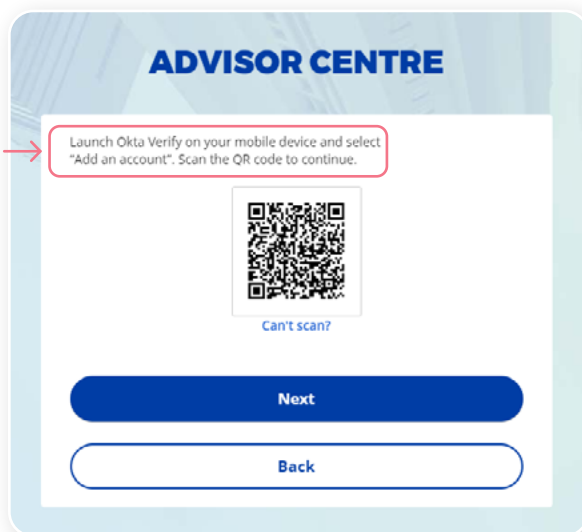

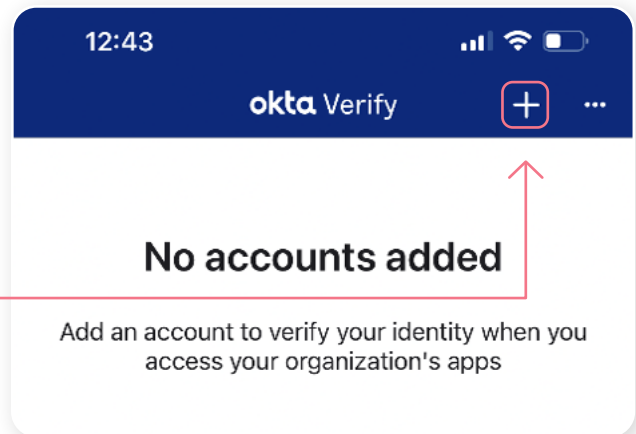## Step 4

Select your device type.

Step 5

You will be asked to download and open the Okta Verify app on your mobile device.
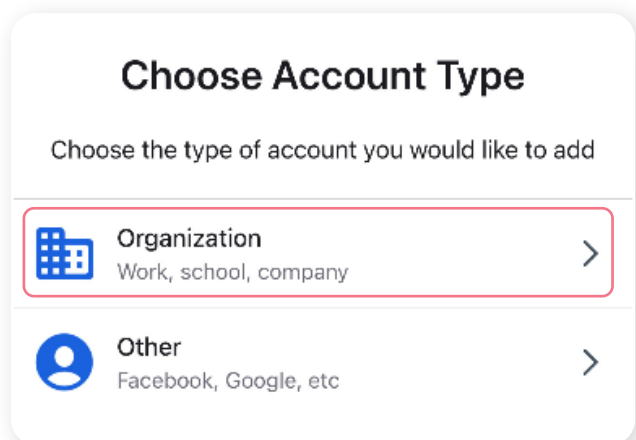
Step 6

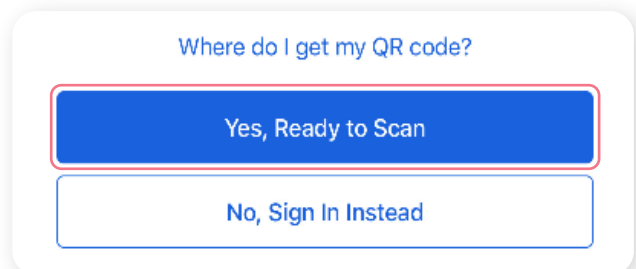On your mobile device, launch the Okta Verify app.

To set up an account for the Advisor Centre, click on '**+**' sign button shown in the top right corner of your device.

12:43

okta Verify

No accounts added

Add an account to verify your identity when you access your organization's apps

Click on **Organization.**

Choose Account Type

Choose the type of account you would like to add

Organization
Work, school, company

>

Other
Facebook, Google, etc

>

Click **Yes, Ready to Scan**.

Where do I get my QR code?

Yes, Ready to Scan

No, Sign In Instead

Next, **scan the QR code** that is displayed on your computer screen.

Can't scan?

If you are unable to scan the QR code, or if you are using a mobile device for configuration, click on **Can't scan?** and enter your **secret key** manually.

ADVISOR CENTRE

Can't scan QR Code?

To set up manually enter your Account username and then input the following in the Secret Key Field

GVI7B2WTEELVYAMO

Next

Back

Scan QR Code

*This screen may appear differently depending on whether you are using the iOS or Android App

Step 7

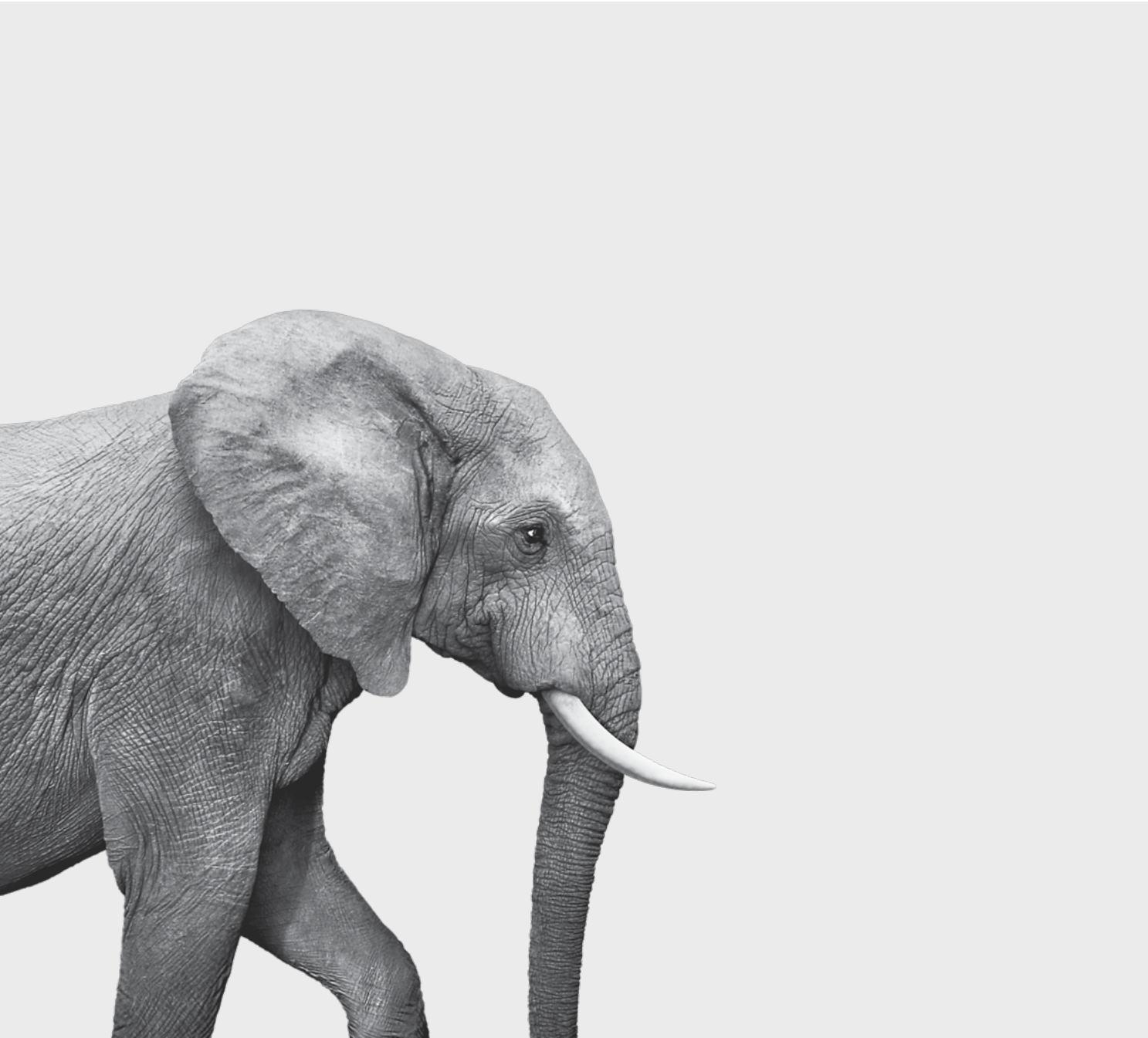After scanning the QR code, enter the code displayed in the application.

ADVISOR CENTRE

Enter code displayed from the application

Enter Code

Verify

Back

Step 8

You have now completed the Okta Verify set-up and will be taken back to the configuration page.
You can choose to set up an additional MFA method; or click on **Finish**.
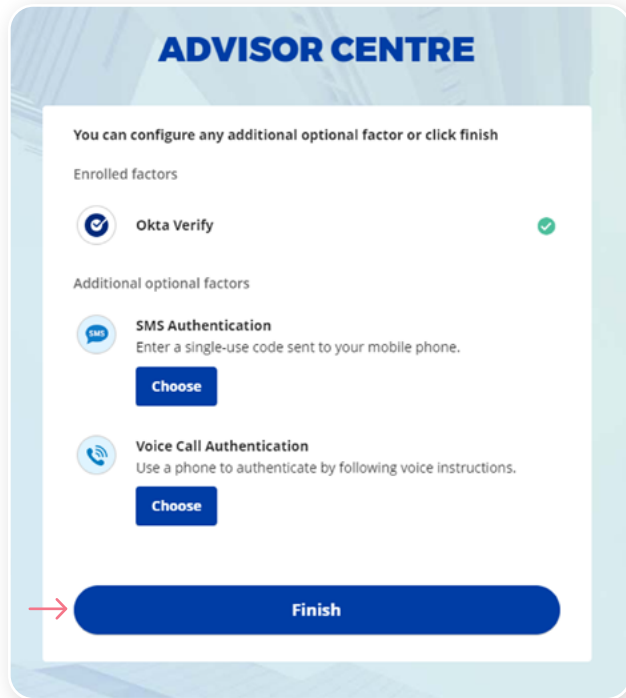
You must keep the Okta Verify app on your mobile device for future logins into the Advisor Centre, as you may be prompted with a notification on your mobile device from the Okta Verify app to provide confirmation of login.

INVESTED IN YOU.

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