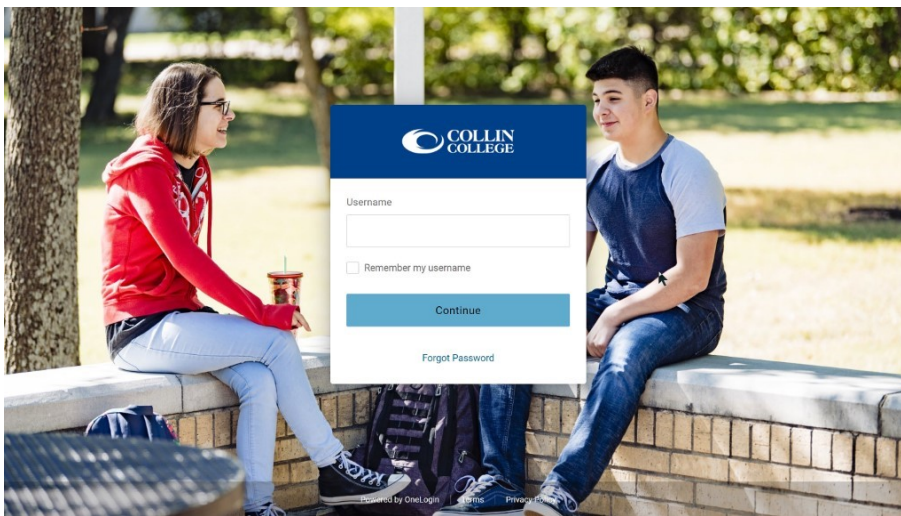


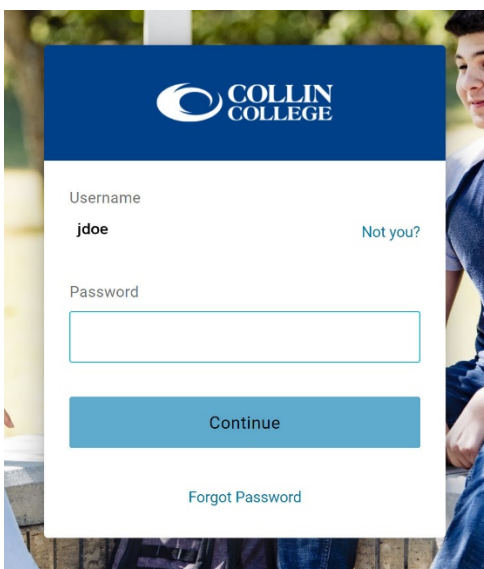
Collin College | OneLogin

Setting Up Multi-Factor Authorization Using your Smartphone and a computer

1. Open a web browser on your computer and go the OneLogin Portal at <http://collin.onelogin.com>

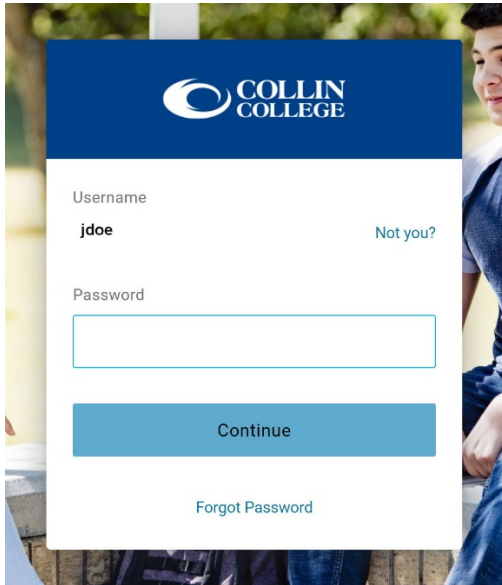


2. Enter your **Username** and click **Continue**



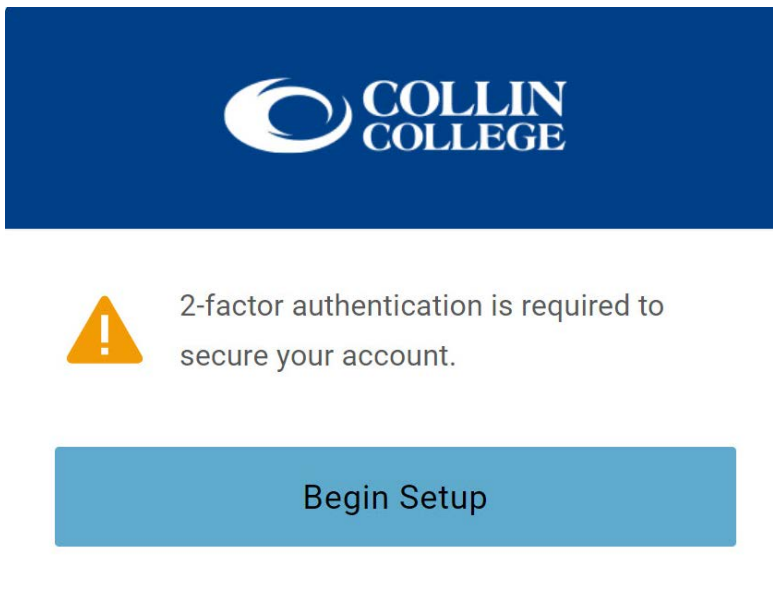
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3. Enter your **Password** and click **Continue**

A screenshot of the Collin College OneLogin login interface. The top of the form features the Collin College logo and name. Below this, there is a 'Username' field containing the text 'jdoe' and a 'Not you?' link. Underneath is a 'Password' field, which is currently empty. At the bottom of the form, there is a blue 'Continue' button and a 'Forgot Password' link.

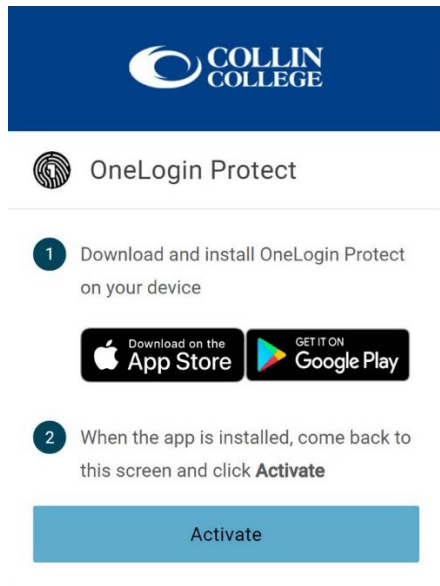
Register an Authentication Factor

Collin College requires MFA, you will be prompted to register a new authentication factor when you first login. Click on **Begin Setup**.

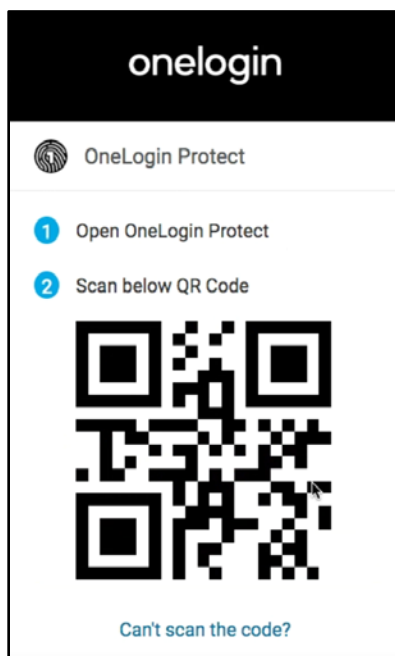
A screenshot of the Collin College OneLogin MFA registration prompt. The top of the screen displays the Collin College logo and name. Below the logo, there is a yellow warning triangle icon with an exclamation mark. To the right of the icon, the text reads: '2-factor authentication is required to secure your account.' At the bottom of the screen, there is a large blue button labeled 'Begin Setup'.

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1. Since you have previously installed the app, click on **Activate**.

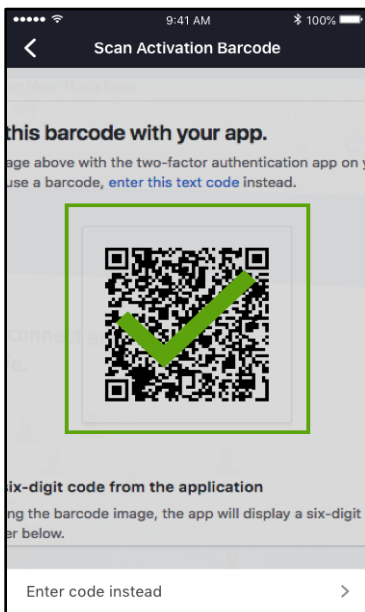


A QR code will appear in your browser, keep this window open and available to scan the QR code.



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2. Open the OneLogin Protect app on your device.
3. Click the + sign in the middle of the app's screen or in the upper right corner.
4. A QR reader will open with frame in the middle of your screen.
5. Use the QR reader to scan the code on your monitor.
6. When the scan is successful you will see a green checkmark over the code in the app.



You should see your OneLogin account has been added to OneLogin Protect.

