

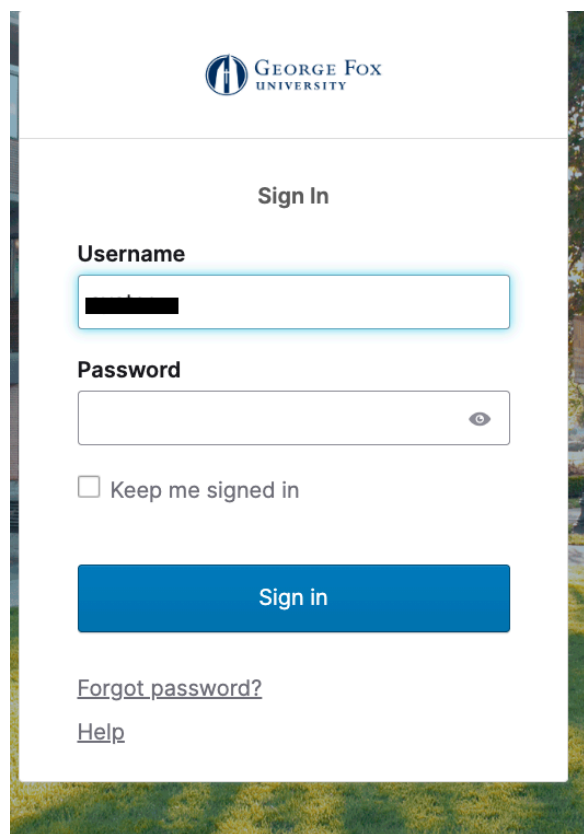


Multi-Factor Authentication (MFA): I Got a New Phone

- These instructions are for those of you who are using one of the smartphone apps as your method of verification and have a second method of verification set up for use.
- Both Okta Verify and Google Authenticator apps will transfer to your new phone but the account settings will not transfer over.
- The below demonstrated example is for OKTA Verify but these instructions will work for Google Authenticator as well.
- **If you do not have a second method of authentication** set up prior to getting a new phone you will need to call the Service Desk for our assistance. 503-554-2569

Setting up OKTA Verify with your new phone

Go to login.georgefox.edu, enter your GFU credentials and sign into your account.

A screenshot of the George Fox University login page. At the top, the university's logo and name are displayed. Below that, the text "Sign In" is centered. There are two input fields: "Username" with a redacted value and "Password" with a toggle icon for visibility. A checkbox labeled "Keep me signed in" is present below the password field. A blue "Sign in" button is located at the bottom of the form. Below the button are two links: "Forgot password?" and "Help". The background of the page shows a blurred outdoor scene with greenery.

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Sign In

Username

Password

Keep me signed in

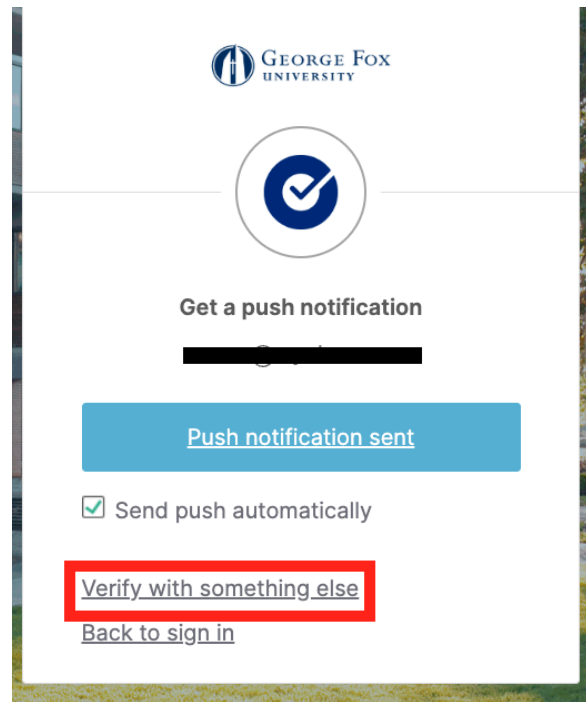
Sign in

[Forgot password?](#)

[Help](#)

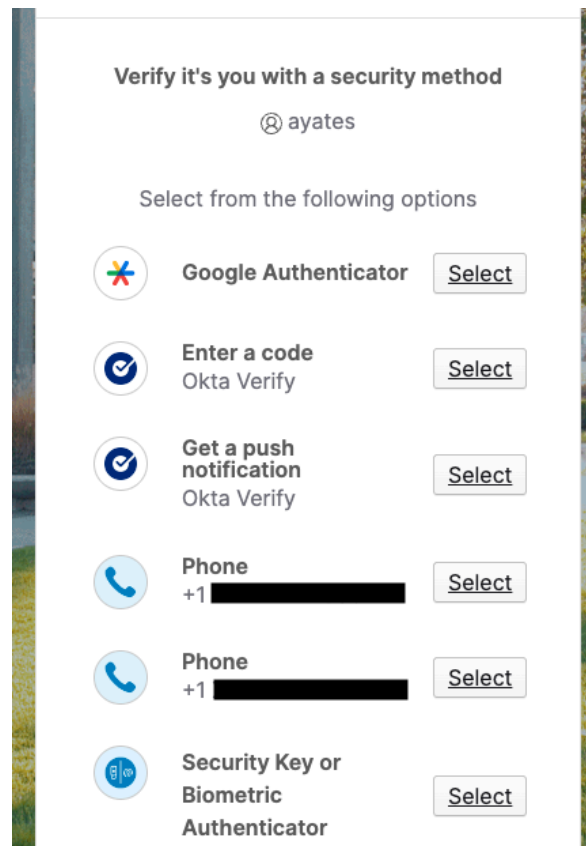
You may be asked for your authentication method you have currently set up.

Click 'Verify with something else' to switch the chosen method to authenticate.

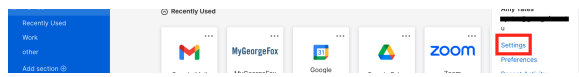


Choose your method from the menu.

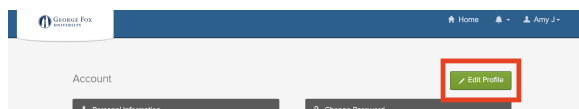
Note: the methods listed are the ones you have set up.



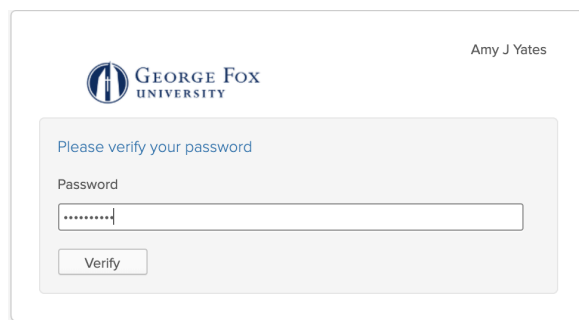
After signing in, click on your name in the upper right hand corner. Choose Settings in the drop down menu.



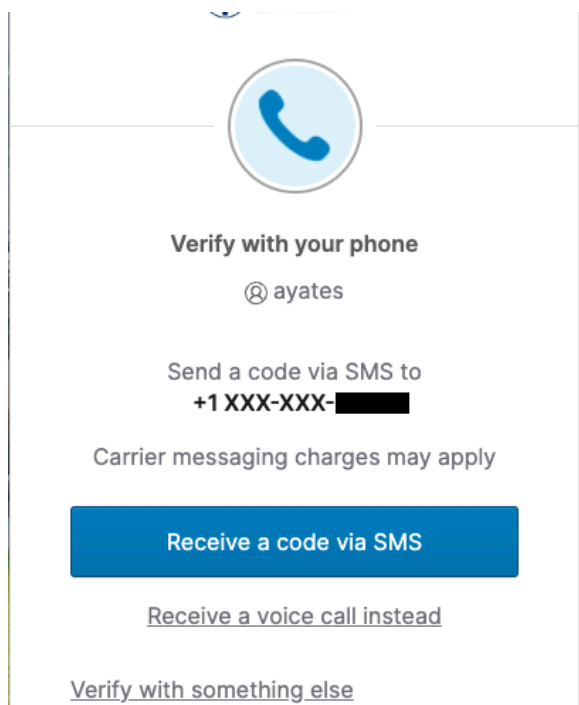
In Settings, click the green "Edit Profile" button near your name.



Verify your password.



You will be asked to use your Multi-factor authentication method to finish verification.



You will be taken back to the settings page.

Scroll down to Extra Verification.

You will need to REMOVE your OKTA Verify or Google Authenticator.

✓ Security Methods

Security methods help your account security when signing in to Okta and other applications.

Okta Verify Set up another
[Redacted] iPhone Remove

Security Key or Biometric Authenticator Set up another
Security Key or Biometric
Never used
Enrolled 2 years ago Remove

Google Authenticator Remove

Phone Set up another
+1 XXX-XXX-[Redacted] Remove
+1 XXX-XXX-[Redacted] Remove

Security Question Remove

Confirm the removal.

✓ Remove Okta Verify

Are you sure you want to remove Okta Verify enrollment?

Yes No

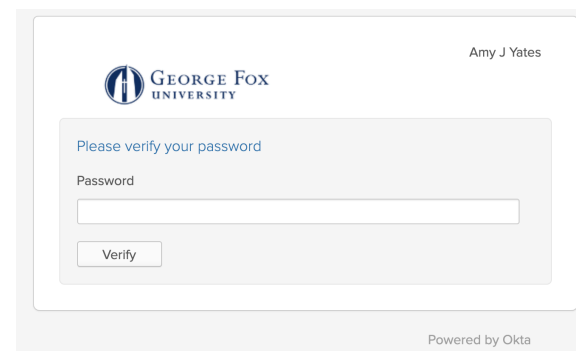
Security Key or Biometric Authenticator Set up another
Security Key By Yubico
Last used 3 months ago Remove

Google Authenticator Set up

SMS Authentication Remove

Voice Call Authentication Remove

Verify your password again.



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Amy J Yates

Please verify your password

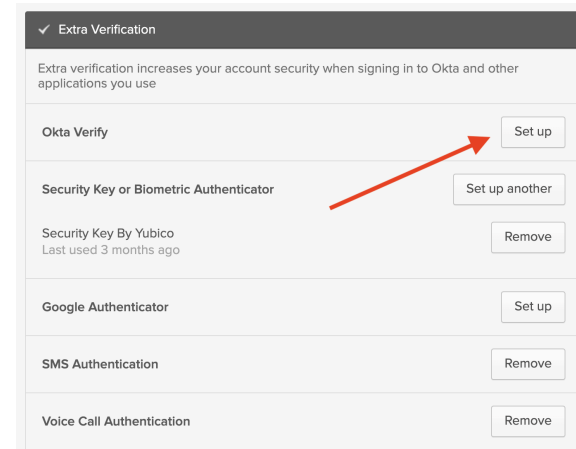
Password

Verify

Powered by Okta

You will be taken back to the settings page.
Scroll down to Extra Verification.

Click Set up next to OKTA.



✓ Extra Verification

Extra verification increases your account security when signing in to Okta and other applications you use

Okta Verify Set up

Security Key or Biometric Authenticator Set up another

Security Key By Yubico
Last used 3 months ago Remove


Google Authenticator Set up

SMS Authentication Remove


Voice Call Authentication Remove

You will be directed to choose Setup again.

[Back to Settings](#)




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Set up multifactor authentication

Your company requires multifactor authentication to add an additional layer of security when signing in to your Okta account

 **Okta Verify**
Use a push notification sent to the mobile app.

Choose your phone type.

*Note where you can download the app from based on your phone type.

Click Next.


[Back to Settings](#)



Setup Okta Verify

Select your device type

- iPhone
- Android

 Download Okta Verify from the [App Store](#) onto your mobile device.

Next

[Back to factor list](#)

You will be presented with a QR code to scan from the app on your phone.

[Back to Settings](#)



Setup Okta Verify

Launch Okta Verify application on your mobile device and select Add an account.

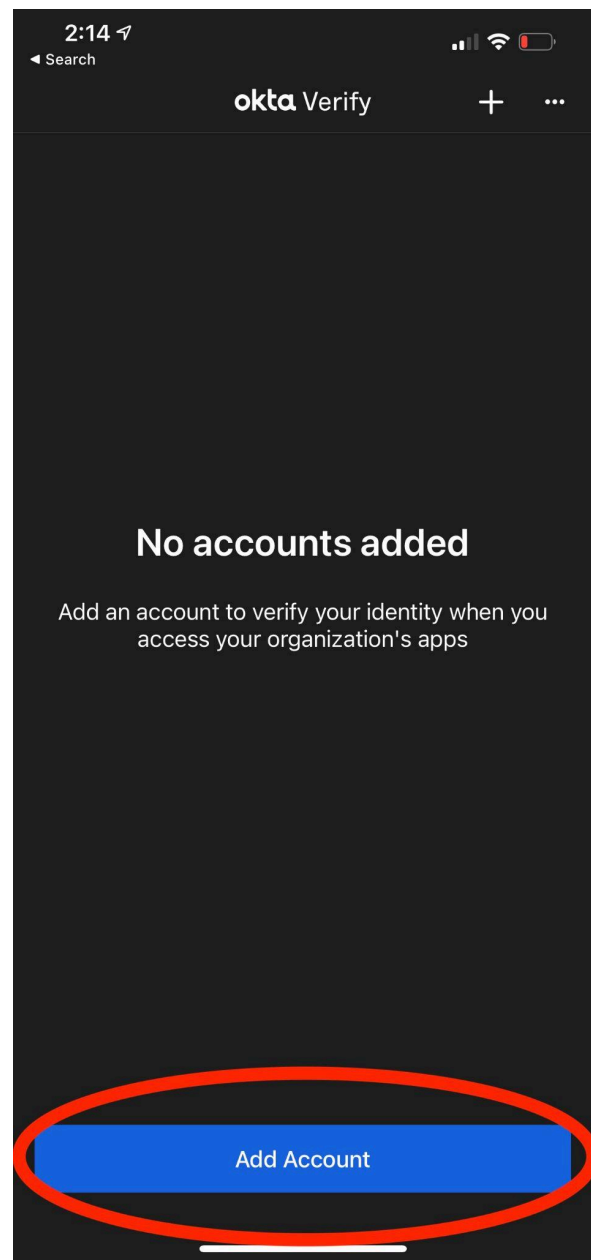


[Can't scan?](#)

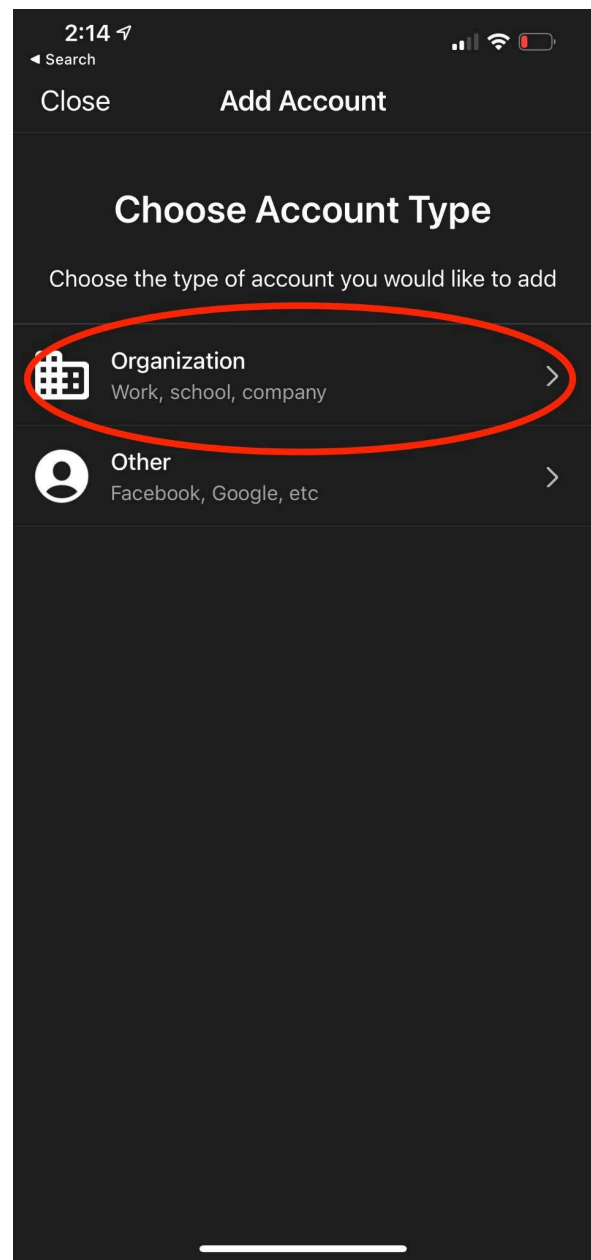
[Back to factor list](#)

After having downloaded the app to your phone, open the OKTA Verify app.

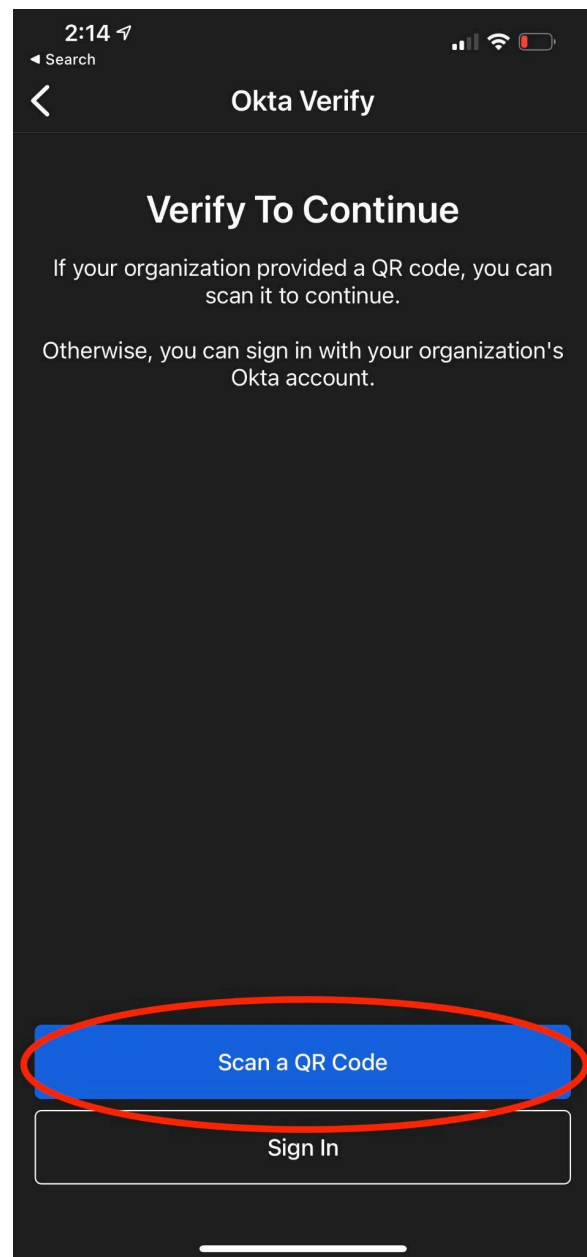
Tap add an account.



Choose to add an Organization type account.



You will tap 'scan a QR code' and your camera will open.



Point your phone at the computer scan and center the QR code within the presented box.

You will be presented with confirmation of the setup.

You are all ready to go!

