

This guide will take you through how to and setup Multi-factor Authentication.

From your internet browser visit scoutmap.com.au and click on [Log in](#).

How to setup Microsoft Authenticator App

Select Use verification codes from an authenticator app (such as Google Authenticator or Authy)

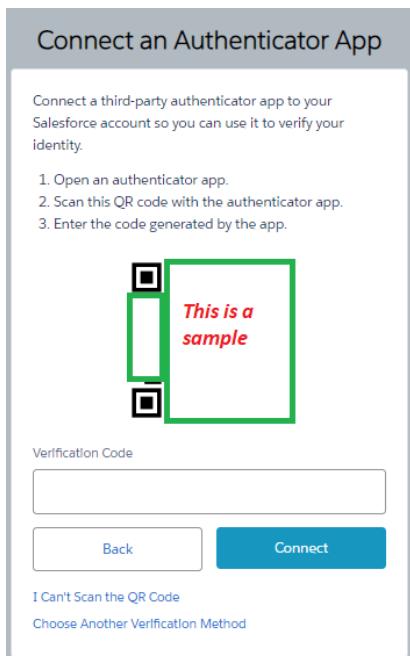


Click Continue.

To get started, download the Microsoft Authenticator app from [Google Play](#) or [App Store](#) on your mobile device. It will require you to enter your **personal login credentials** to either store to download the free app.

On your mobile phone device, open the Microsoft Authenticator app you downloaded previously.

If you don't have push notifications enabled on your mobile phone, you may need to enable Notifications for the Authenticator App.



Click on Scan a code or... click "+" to add a new account, select Other.

Hold your phone to the screen and align the QR code with the camera on your mobile.

Your phone now shows a One-time password code that changes every 30 seconds.

You will have a new account at the below called "scoutswa" Open it at the bottom, then click on settings cog (icon).

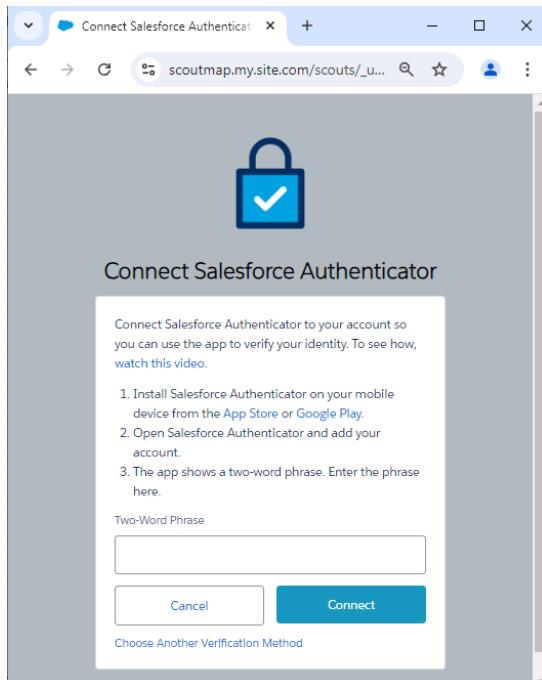
Click on pencil (icon) to edit the name to ScoutMap, click on back arrow to go back.

Enter in the verification code shown for ScoutMap. Note this expires every 30 seconds.

Click connect to go to ScoutMap.

How to setup Salesforce Authenticator App

When you log in, you will be prompted. Select Use the Sales Authenticator mobile app. Click Continue.

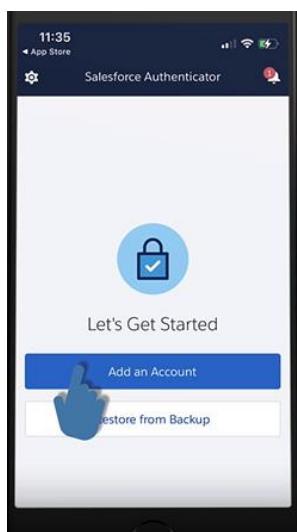


Select Use the Sales Authenticator mobile app. Click Continue.

To get started, download the Salesforce Authenticator app from Google Play or App Store on your mobile device. It will require you to enter your **personal login credentials** to either store to download the free app.

On your mobile phone device, open the Salesforce Authenticator app you downloaded previously.

If you don't have push notifications enabled, you may get need to allow/enable Notifications for the Authenticator App.

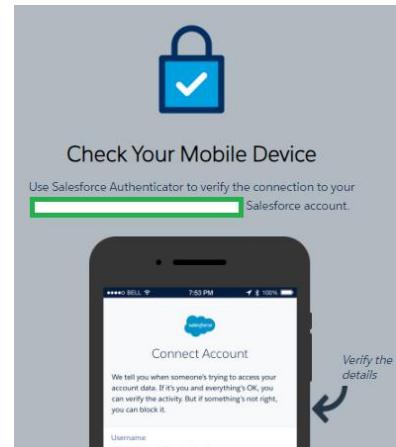


Click on Add an account. Enter in your account details

A unique two-phrase will appear. Enter this phrase on your sign-in page. Click Connect

Check your mobile device to verify your sign in. Click Connect and got it on your mobile phone.

A green tick will appear and signing you in.



Some Android users of Salesforce Authenticator (SFA) are not receiving MFA Authentication notifications.

Log in to Salesforce. If prompted to check your mobile device, click **Having Trouble?**

If your Android device cannot receive MFA authentication notifications, you will be redirected to the next screen and prompted for a verification code.

When prompted to enter a verification code, open Authenticator to view your accounts list.

Enter the six-digit code for the account that you're logging in to. Click Verify.

Note: TOTP codes are re-generated periodically. Enter a code before it expires, or wait for the next code to appear and please do not uninstall your Authenticator App.