

Setup Authenticator App

How to Add an Authenticator App

After you login

1. Hover over your name in the top-right corner of the page.
2. Select Manage Account.

Step 1. Open Two-Factor Authentication Settings

Go to your account settings and open the Two-Factor Authentication section.

Select the option to Add an Authenticator

Two-factor authentication

Add an authenticator app for extra sign-in protection, and keep backup codes safe in case you lose your device.

Authenticator apps



No authenticator apps enrolled yet.

+ Add an authenticator

Backup codes

Each code works once. Store them somewhere safe — they'll sign you in if you lose your authenticator.

10 of 10 codes remaining

 **Regenerate backup codes**

Step 2. Enter an Authenticator Name

You will be asked to enter a name for the authenticator. This name is for your own reference and helps identify the device or app later.

Examples:

- iPhone 15 Google Authenticator



Add an authenticator

Scan the QR code with your authenticator app, then enter the 6-digit code it shows.

DEVICE NAME

e.g. iPhone 15 / MacBook / YubiKey

Cancel

Continue

Step 3. Register the Authenticator App

You can connect your authenticator app in one of two ways:

Option 1. Scan the QR Code

A QR code will be displayed on the screen.



Add an authenticator

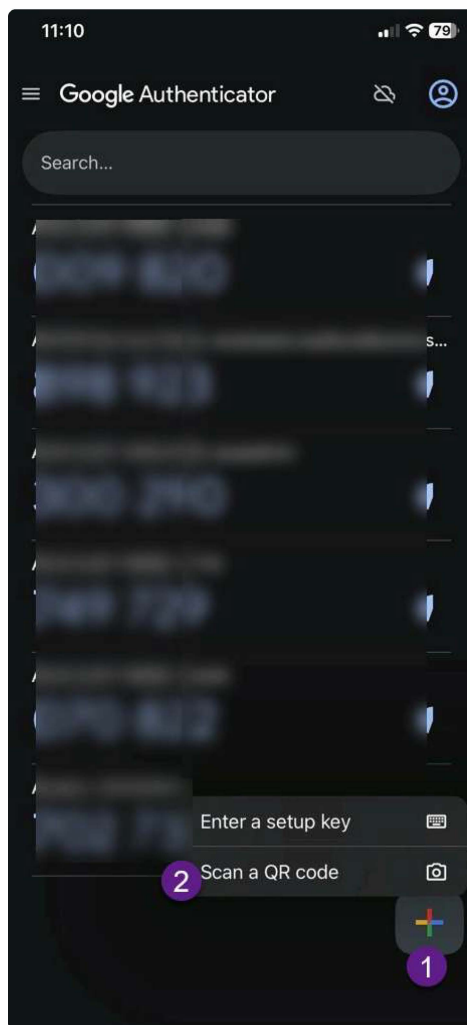
Scan the QR code with your authenticator app, then enter the 6-digit code it shows.



Or enter this key manually:

6F6M IJ V EIT6 LMSN HU6W AOMW TE66
VB2T

Open your authenticator app and use the option to add a new account or scan a QR code.



Scanning the QR code automatically registers your account in the app.

Option 2. Enter the Key Manually

If you cannot scan the QR code, you can manually enter the setup key provided on the screen into your authenticator app.

The screenshot shows a mobile application interface with a dark background. At the top, the status bar displays the time 11:52, signal strength, Wi-Fi, and battery level at 77%. Below the status bar is a navigation bar with a back arrow and the text 'Back' on the left, and 'Enter account details' on the right. The main content area contains three input fields: 'Account name' (a text input), 'Your key' (a text input), and 'Type of key' (a dropdown menu with 'Time based' selected). At the bottom of the screen is a large, rounded, light blue button with the text 'Add'.

This registers the account in the same way as scanning the QR code.

Step 4. Verify the Authenticator

Once the account has been added to the authenticator app, the app will begin generating temporary verification codes. To complete setup, enter the current code shown in the authenticator app into the verification field on the website.



Add an authenticator

Scan the QR code with your authenticator app, then enter the 6-digit code it shows.



Or enter this key manually:

6F6M IJUV EIT6 LMSN HU6W AOMW TE66
VB2T

6-DIGIT CODE FROM YOUR APP

809306



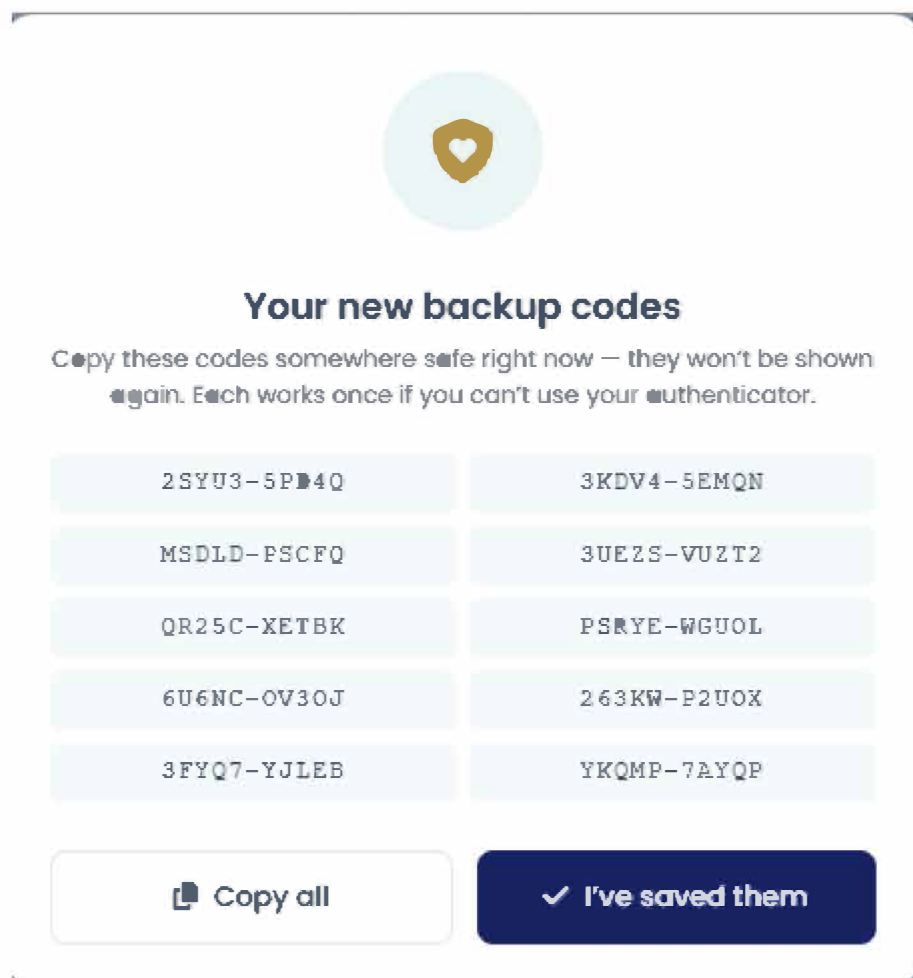
Cancel

✓ Confirm

This confirms that the authenticator app was successfully connected to your account.

Backup Codes

After the authenticator app has been successfully added, you will be provided with 10 backup codes.



Backup codes can be used to sign in if:

- you lose access to your phone,
- your authenticator app is unavailable,
- or you cannot receive authentication codes normally.

Each backup code can be used once only.

It is recommended to:

- store backup codes in a safe place,

- avoid sharing them,
 - and keep them separate from your primary device if possible.
-

Regenerating Backup Codes

You can regenerate your backup codes from the Two-Factor Authentication settings.

A light blue rectangular button with rounded corners. It contains a circular refresh icon (a square inside a circle) followed by the text "Regenerate backup codes".

 Regenerate backup codes

When new backup codes are generated:

- the previous backup codes become invalid,
- and only the newly generated codes can be used.

This can be useful if:

- you believe your backup codes were exposed,
- you misplaced them,
- or you simply want a fresh set of codes for security reasons.