MULTI-FACTOR AUTHENTICATION (MFA)

Okta Verify App
Installation Guide

iA
Financial Group

OKTA VERIFY APP

When you first log into the Client Portal, 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**
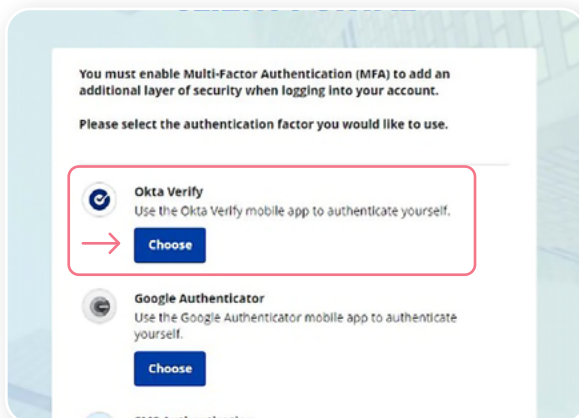
SET-UP TAKES JUST A FEW MINUTES

Step 1

When you click on the UniFl or UniFl 2.0 link, you will be redirected to the webpage, where you will be asked to enter your **username** and **password**.
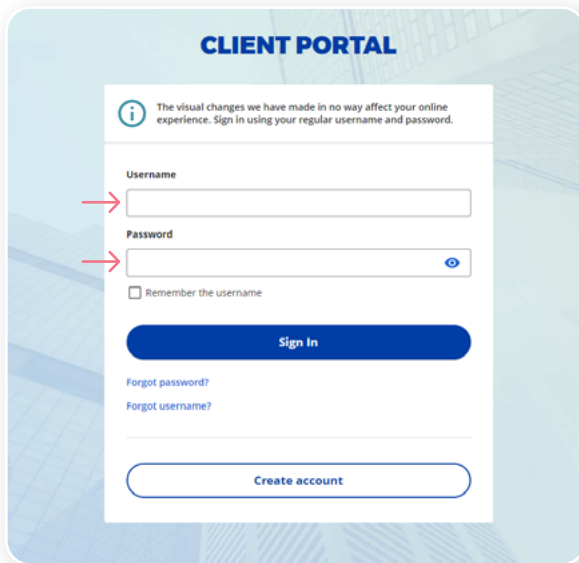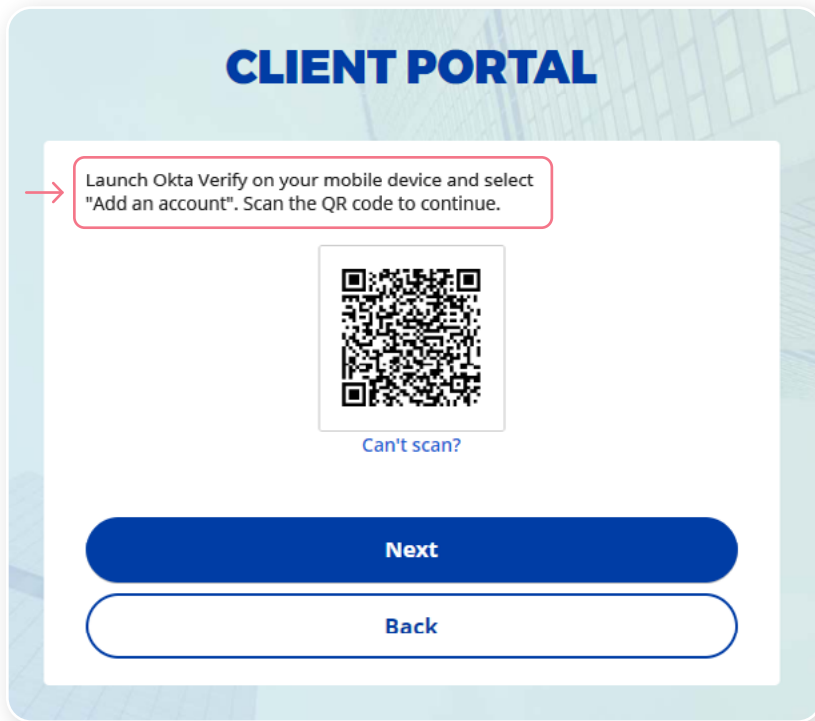

Step 2

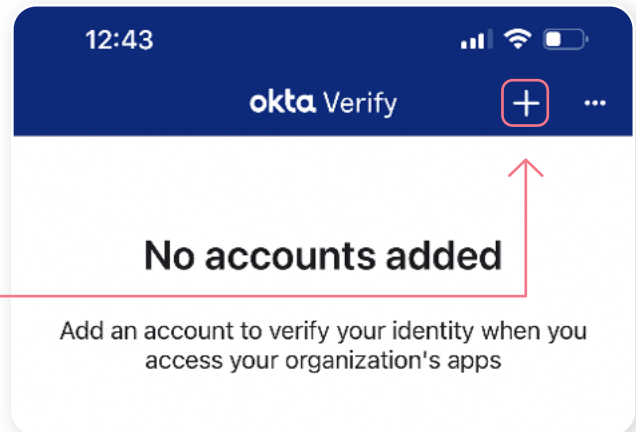Click on the **Choose** button in the Okta Verify section.

Step 3

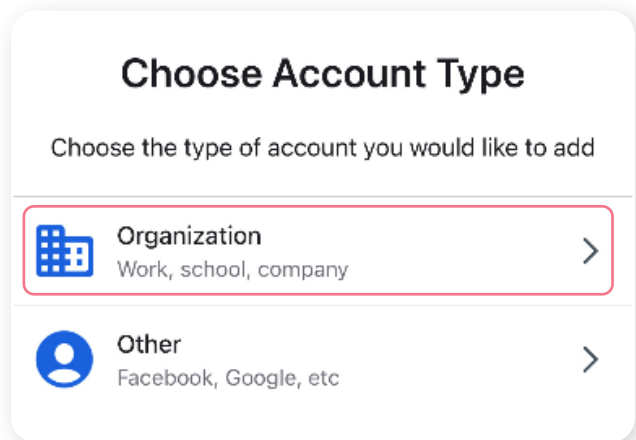You will be asked to open the Okta Verify app on your mobile device.

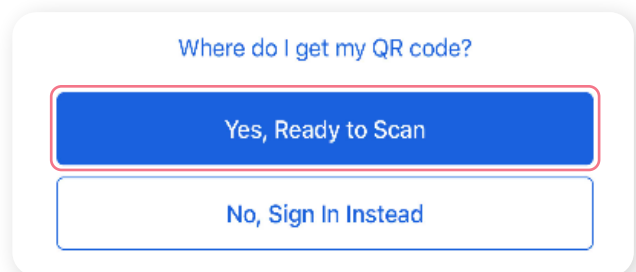## Step 4

On your mobile device, launch the Okta Verify app.

To set up an account for the Client Portal, 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
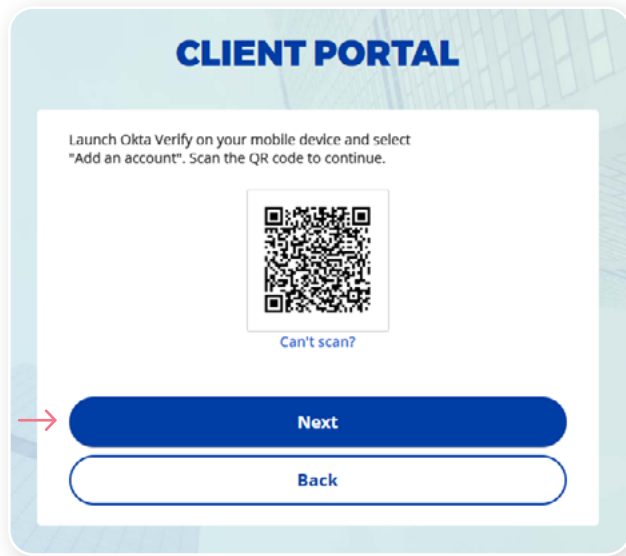
No, Sign In Instead

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

Can't scan?
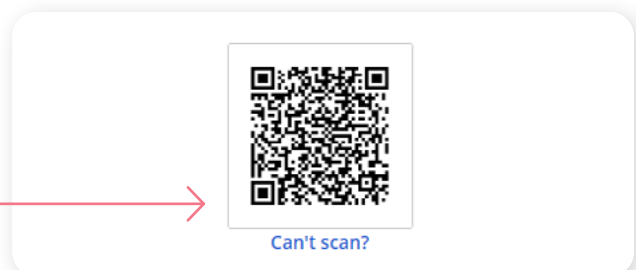
*This screen may appear differently depending on whether you are using the iOS or Android App
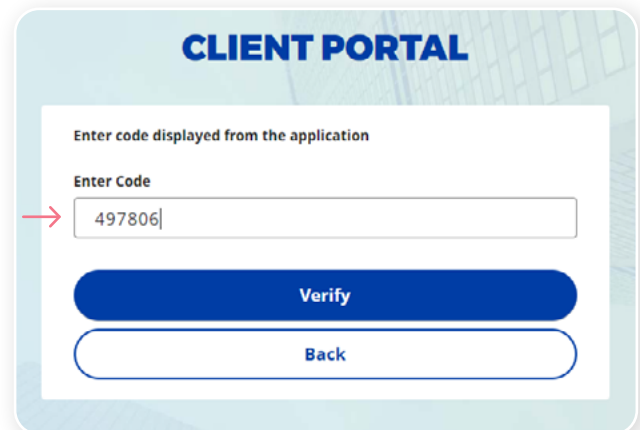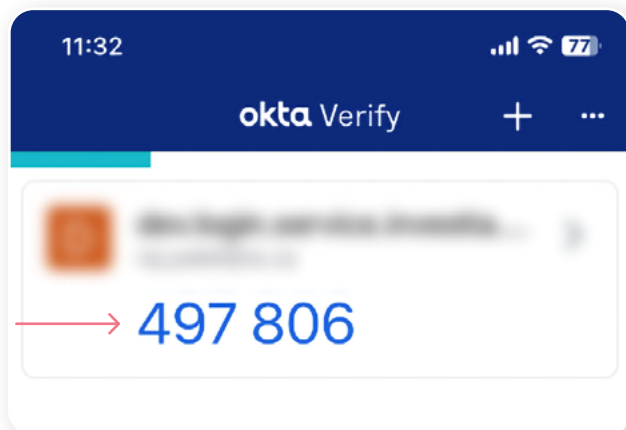
Step 5

Once you have scanned the QR code, click **Next**.

Step 6

You will receive a temporary **6-digit code** which you will need to enter through the Authentication screen in the Client Portal. Then, click **Verify**.
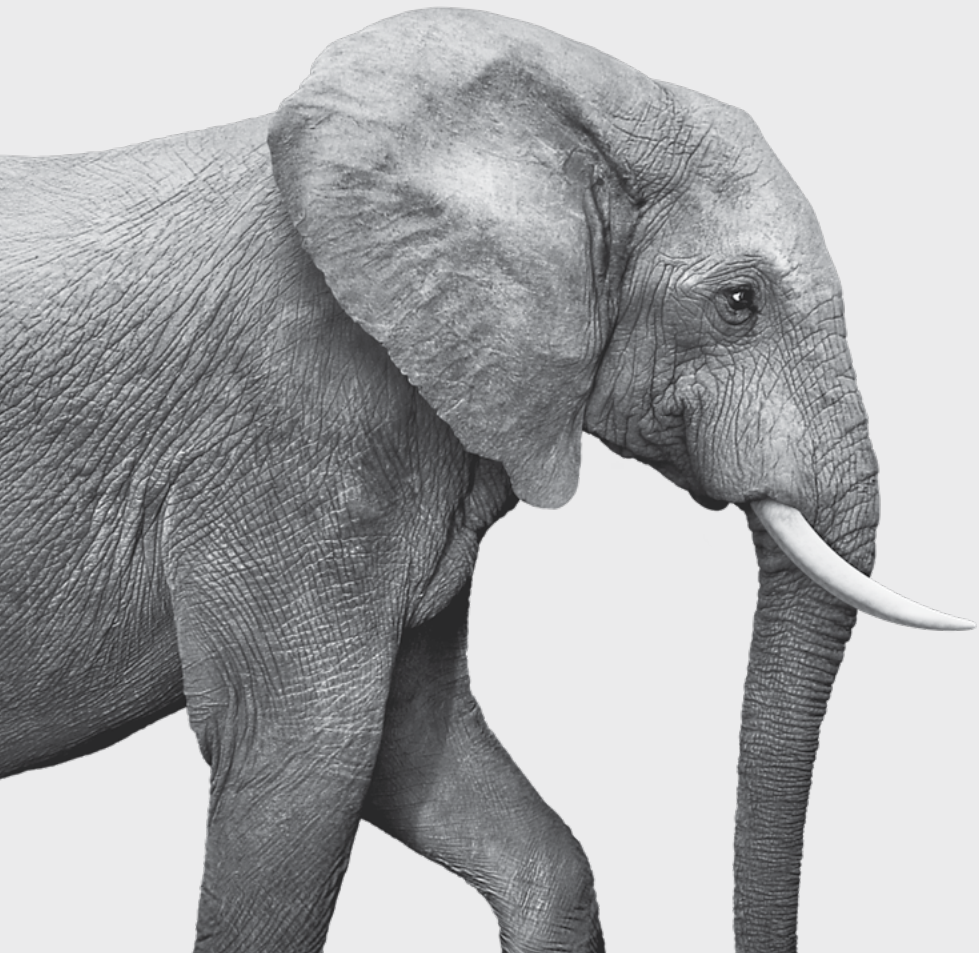
Step 7

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** to continue to your Client Portal.
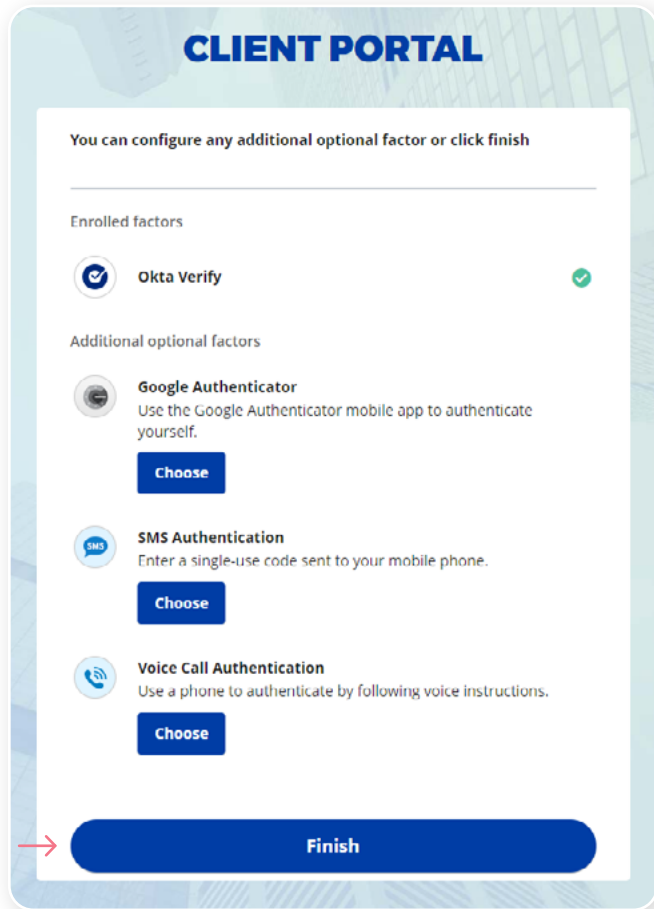
You must keep the Okta Verify app on your mobile device for future logins into UniFI or UniFI 2.0, as you may be prompted to provide a unique security code which will be generated in the Okta Verify app.

INVESTED IN YOU.

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SRM611-10A-2(24-05)