TrustReporter/Client Internet Access
Two Factor Authentication (2FA) – Phone Call Verification

- Log in as you normally would by entering your Login ID and Password. The **Two Factor Authentication Setup** screen appears with the option to register your number for TEXT or Voice.

Select an Option that does not show your registered number partially displayed and you will be prompted to register a number.

- Click **Continue**

- Enter the number and confirm the number. Country code default is USA.
- Click **Proceed** to continue to **Register My Voice Call Number**

Register My Voice Call Number

Phone Number	+1 USA ⌄	Phone number
Confirm Phone Number	+1 USA ⌄	Re-enter phone number

Proceed   Close

- A 6-digit passcode is generated and sent by an automated phone-call message to the number entered.
- Input the 6-digit passcode to **Complete Number Registration.**
- Click **Proceed.** The passcode is valid for 20 minutes after it is generated. If needed, click **Resend Passcode** to get a new passcode.
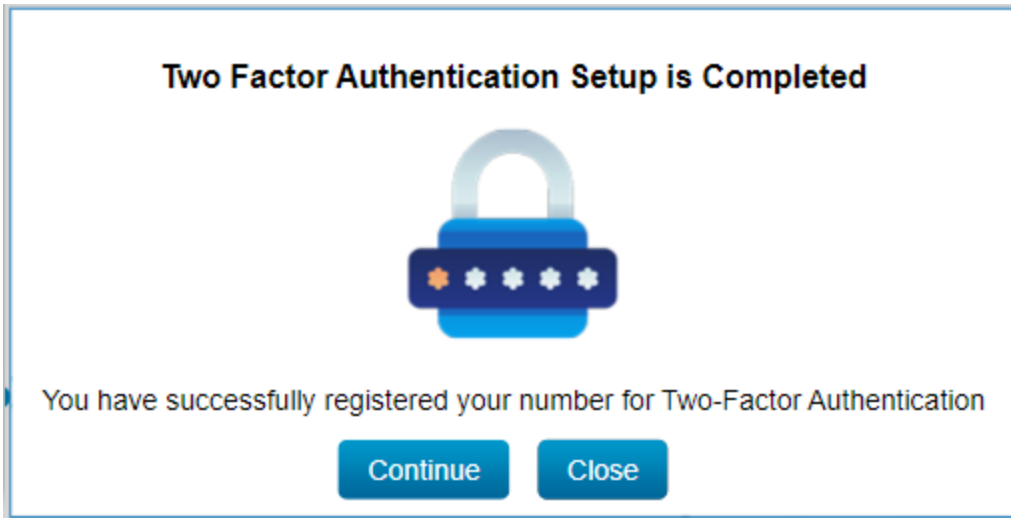
Complete Number Registration

PASSCODE
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Please enter the 6-digit passcode sent to your registered number. It will be valid for 20 minutes.

230010

Resend Passcode

Proceed   Close

You have successfully registered your number – **Two Factor Authentication Setup is Completed.**

- Click **Continue** to proceed to the application.

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Two Factor Authentication Setup is Completed

You have successfully registered your number for Two-Factor Authentication

Continue   Close

Two Factor Authentication is required at every login after entering your Login ID and Password by entering the 6-digit passcode sent to your registered number.

Select an Option of TEXT or VOICE displays the last 4 digits of registered number(s).

Two Factor Authentication

How do you want to receive the passcode?

Select an Option

○ TEXT   ◉ VOICE
(*******2389)   (*******8161)

Continue   Close

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