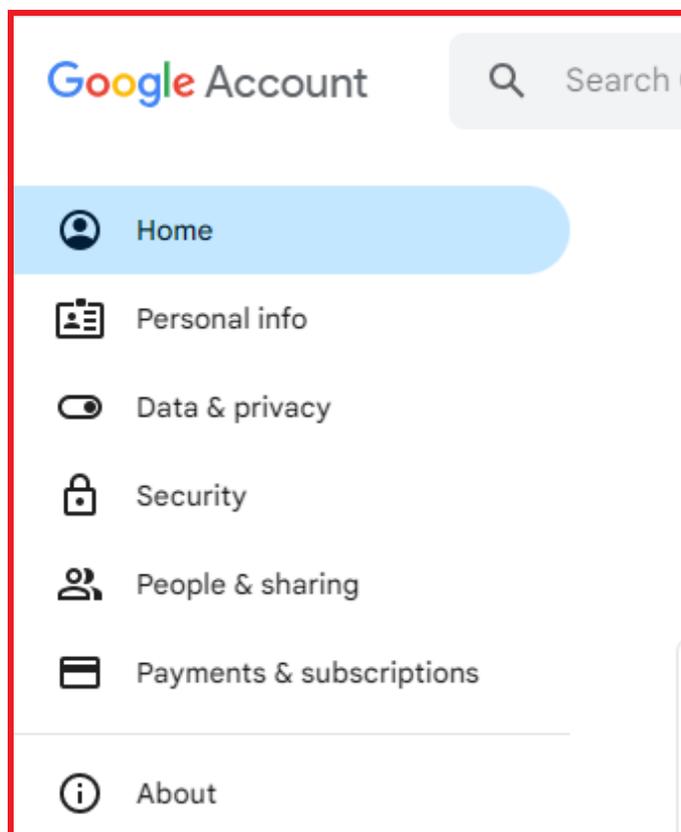


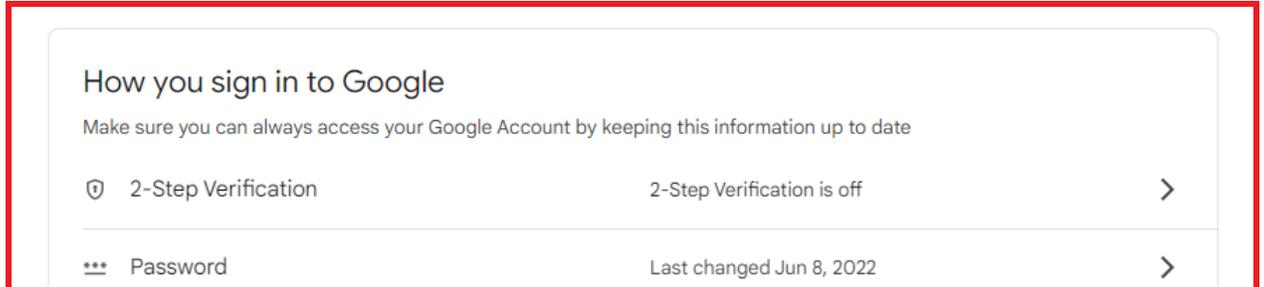
How-To Set Up Multi Factor Authentication through Gmail

Allow 2-Step Verification

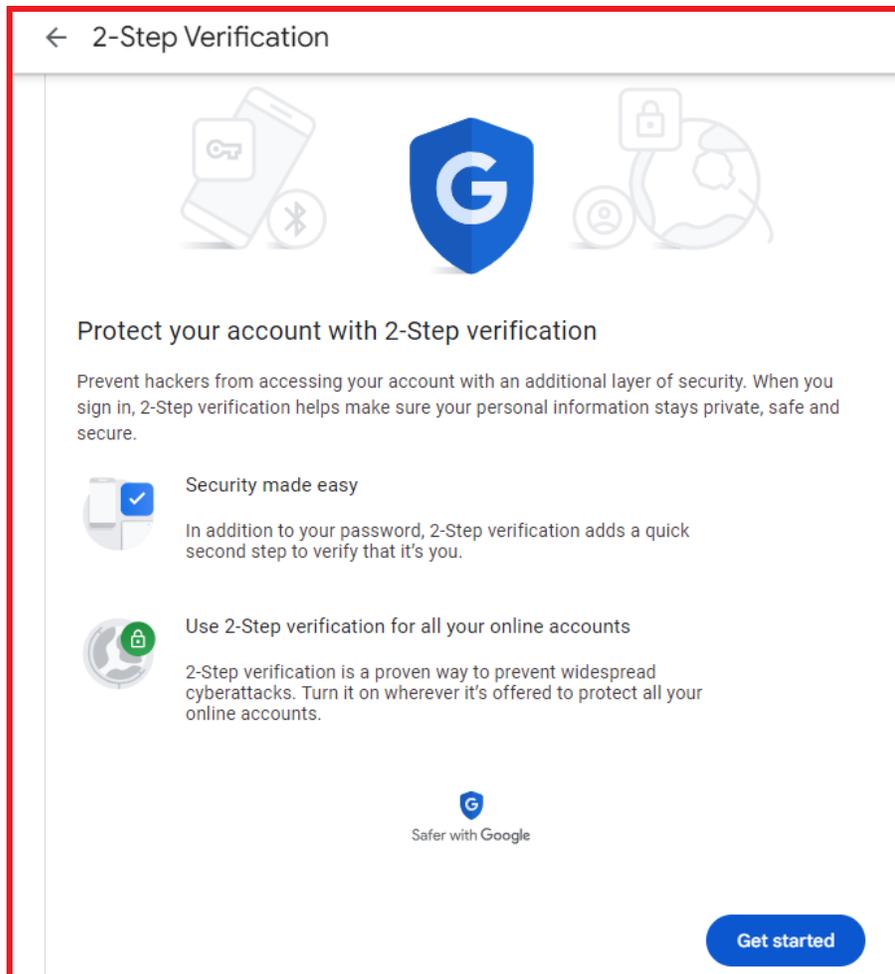
1. Open your [Google Account](#).
2. In the navigation panel on the left-hand side, find and select "Security."



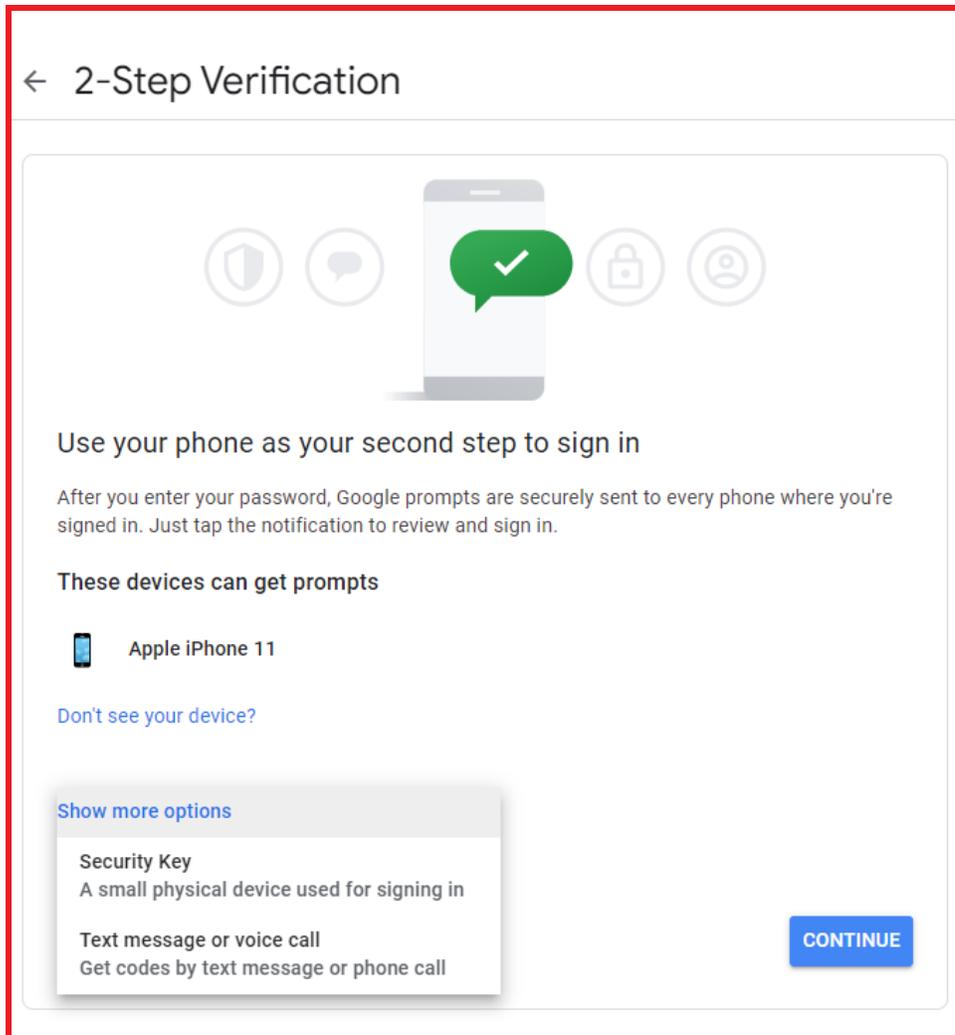
3. Under the section titled "How you sign in to Google," locate the option for "2-Step Verification." To access this option, click the arrow (>) next to it.



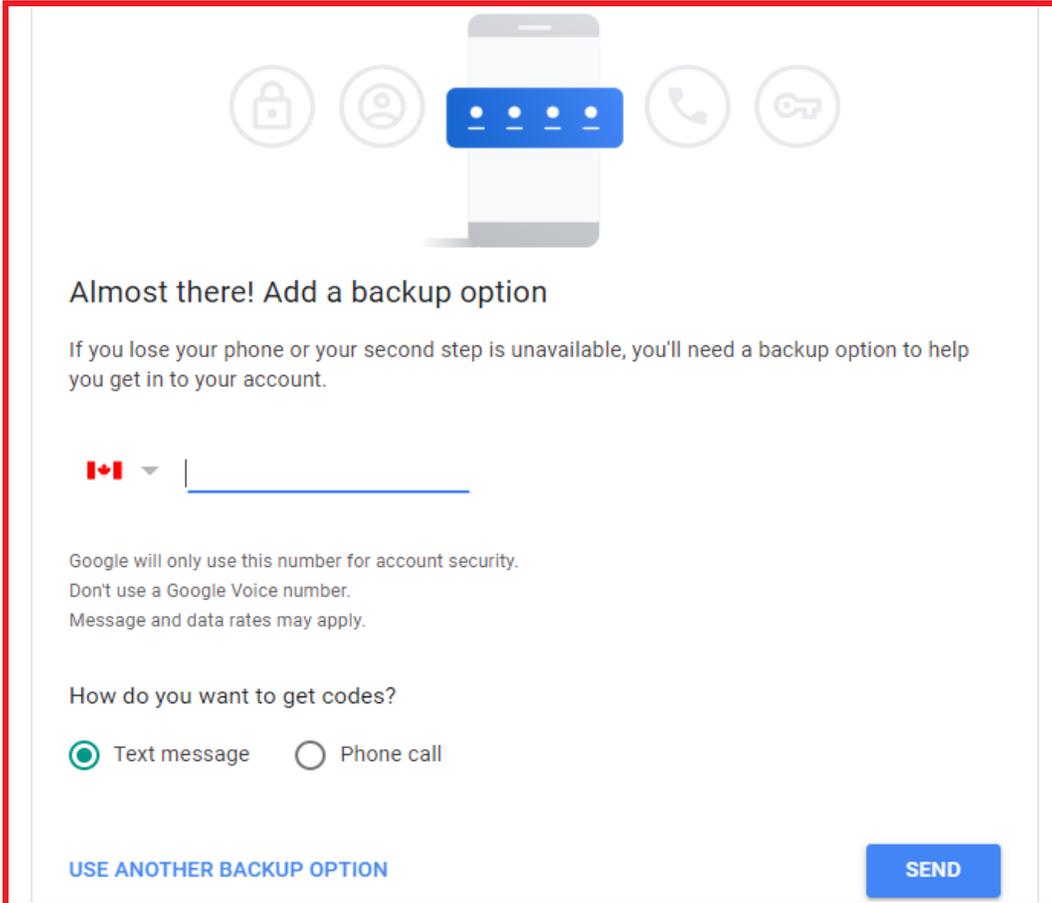
4. Scroll down on the page and find the blue button labeled "Get Started." Click this button.



5. The next page will present you with options for selecting a method of verification. By default, Google Prompts, which are notifications sent to your phone when you log in, will be the primary authentication method. If you prefer not to use Google Prompts, click "Show more options." Once you've made your preferred selection, click the "Continue" button.



- You'll then be prompted to add a phone number as a backup option in case the second-step verification method doesn't work. Enter your phone number and choose whether you'd like your backup code to be delivered via text message or a phone call. After making your selection, click "Send."



The screenshot shows a mobile interface for adding a backup option. At the top, there are five icons: a lock, a person, a blue bar with four dots, a phone, and a key. Below the icons is a smartphone graphic. The main heading is "Almost there! Add a backup option". The text below reads: "If you lose your phone or your second step is unavailable, you'll need a backup option to help you get in to your account." There is a dropdown menu showing a Canadian flag and a text input field. Below the input field, there is a note: "Google will only use this number for account security. Don't use a Google Voice number. Message and data rates may apply." The question "How do you want to get codes?" is followed by two radio buttons: "Text message" (selected) and "Phone call". At the bottom left, there is a link "USE ANOTHER BACKUP OPTION" and at the bottom right, there is a blue "SEND" button.

Almost there! Add a backup option

If you lose your phone or your second step is unavailable, you'll need a backup option to help you get in to your account.



Google will only use this number for account security.
Don't use a Google Voice number.
Message and data rates may apply.

How do you want to get codes?

Text message Phone call

[USE ANOTHER BACKUP OPTION](#) **SEND**

7. Finally, you'll see an overview of the selections you've made. Double-check that everything is correct. If it is, click "Turn On" to enable Two-Step Verification for your Google Account.

