
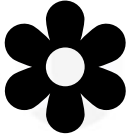


Setting Up Multifactor Authentication

***Please Note: It is highly recommended that everyone sets up multiple MFA sources to avoid issues if a phone is lost or forgotten. An office phone is suggested for use as an alternative method if you are using a cell phone.**

Sign In

EasyLogin Username
Your username is the characters before the @ symbol for your CCSNH email address.

EasyLogin Password





 Remember me

Need help signing in?

Set up screen will prompt

Set up multifactor authentication

Your company requires multifactor authentication to add an additional layer of security when signing in to your Okta account

-  **Okta Verify**
Use a push notification sent to the mobile app.
-  **Security Key or Biometric Authenticator**
Use a security key (USB or bluetooth) or a biometric authenticator (Windows Hello, Touch ID, etc.)
-  **SMS Authentication**
Enter a single-use code sent to your mobile phone.
-  **Voice Call Authentication**
Use a phone to authenticate by following voice instructions.

Set up multifactor authentication

Your company requires multifactor authentication to add an additional layer of security when signing in to your Okta account



Okta Verify

Use a push notification sent to the mobile app.

Setup

CLICK



Security Key or Biometric Authenticator

Use a security key (USB or bluetooth) or a biometric authenticator (Windows Hello, Touch ID, etc.)

Setup



SMS Authentication

Enter a single-use code sent to your mobile phone.

Setup



Voice Call Authentication

Use a phone to authenticate by following voice instructions.

Setup

COMMUNITY COLLEGE
System of New Hampshire

Setup Okta Verify

Select your device type

iPhone

Android

Back to factor list

Setting Up Multifactor Authentication

Install app on phone

iPhone

COMMUNITY COLLEGE
System of New Hampshire

Setup Okta Verify

Select your device type

iPhone

Android

Download Okta Verify from the App Store onto your mobile device.

Next

Back to factor list

Android

COMMUNITY COLLEGE
System of New Hampshire

Setup Okta Verify

Select your device type

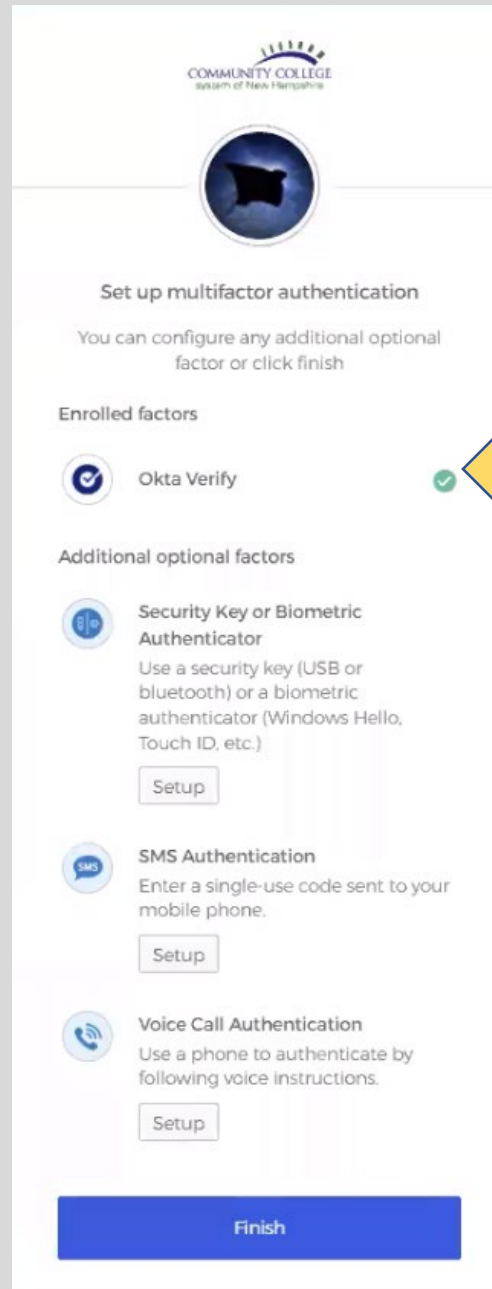
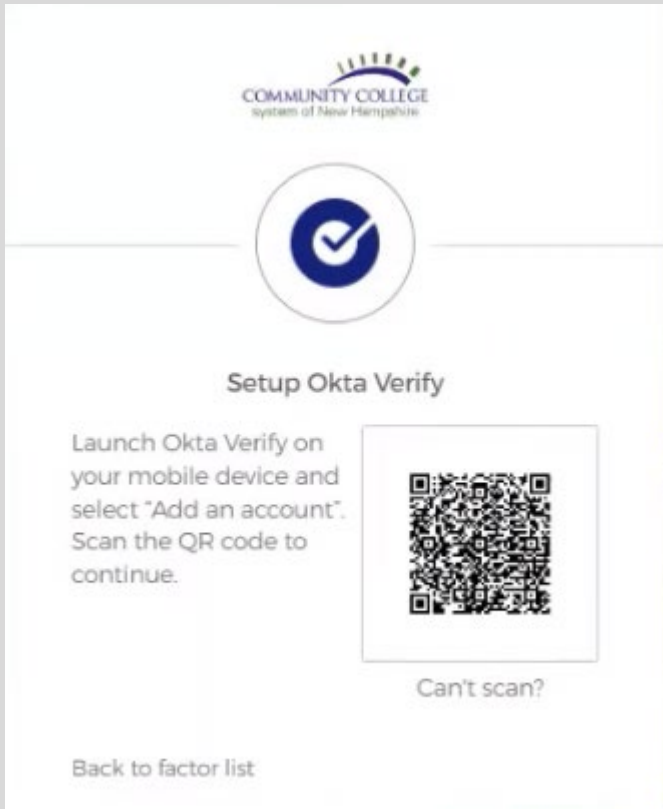
iPhone

Android

Download Okta Verify from the Google Play Store onto your mobile device.

Next

Back to factor list

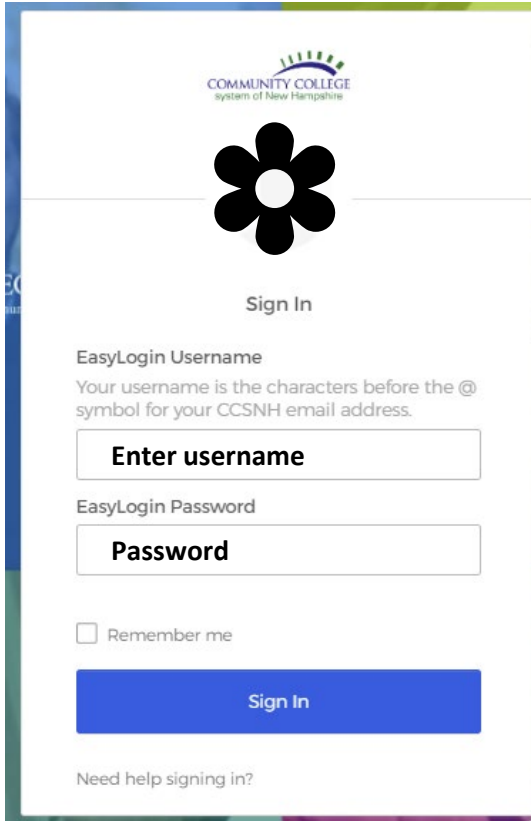


Setting Up Multifactor Authentication

Green circle with white check mark means successfully setup

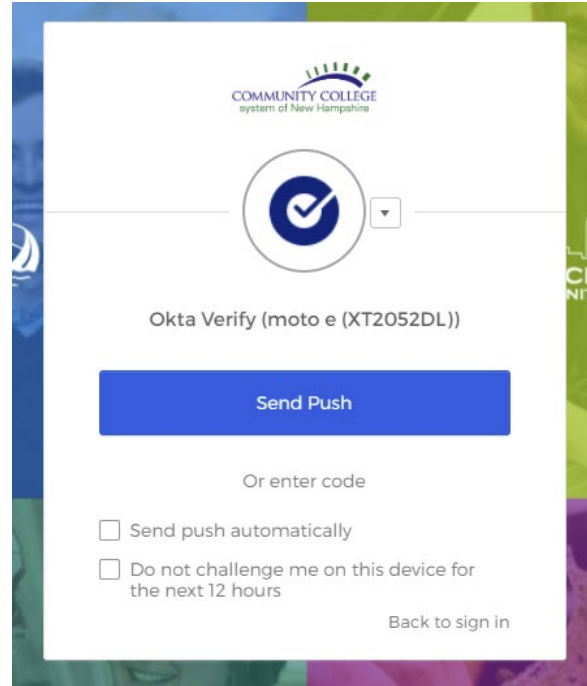
COMPLETE STEPS ON PHONE

Step One: Okta Login No change



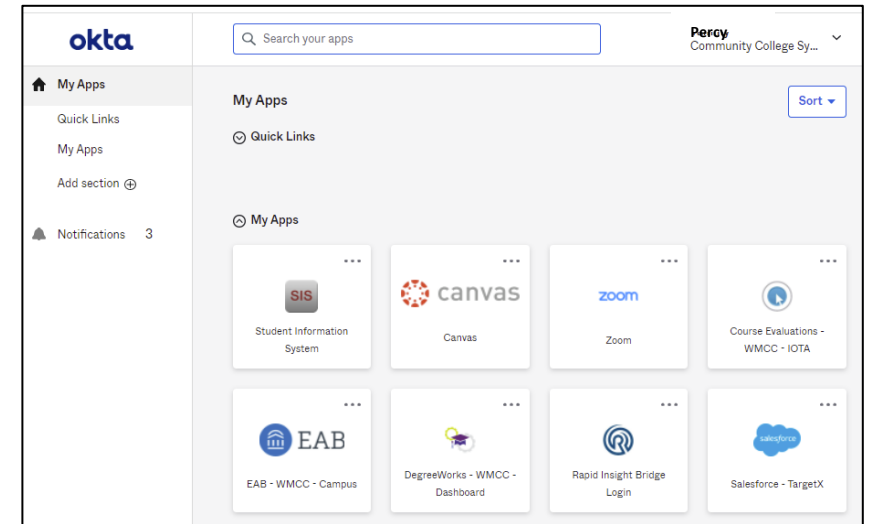
The image shows the Okta login page for the Community College System of New Hampshire. At the top, there is the CCSNH logo and a large black flower icon. Below the icon is a "Sign In" button. The page has two main input fields: "EasyLogin Username" and "EasyLogin Password". The username field has a placeholder "Enter username" and a note that the username is the part before the @ symbol in the email address. The password field has a placeholder "Password". There is a "Remember me" checkbox and a "Sign In" button at the bottom. A link for "Need help signing in?" is at the very bottom.

Step Two: MFA New Step



The image shows the Okta Multi-Factor Authentication (MFA) page. It features the CCSNH logo and a circular icon with a checkmark. The text "Okta Verify (moto e (XT2052DL))" is displayed. A prominent blue "Send Push" button is in the center. Below it, the text "Or enter code" is shown. There are two checkboxes: "Send push automatically" and "Do not challenge me on this device for the next 12 hours". A "Back to sign in" link is at the bottom right.

Portal Dashboard portal.ccsnh.edu

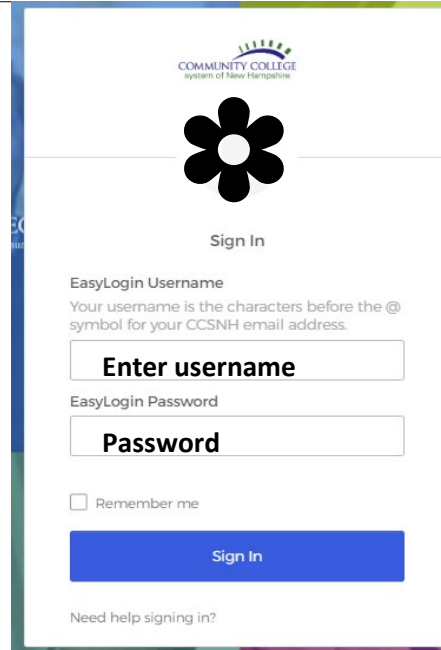


The image shows the Okta Portal Dashboard. The top left has the "Okta" logo. A search bar "Search your apps" is at the top right. The user's name "Percy Community College Sy..." is in the top right corner. The dashboard is organized into sections: "My Apps" (with sub-sections for Quick Links, My Apps, and Add section), "Notifications" (3), and a grid of application tiles. The tiles include: Student Information System (SIS), Canvas, Zoom, Course Evaluations - WMCC - IOTA, EAB - WMCC - Campus, DegreeWorks - WMCC - Dashboard, Rapid Insight Bridge Login, and Salesforce - TargetX.

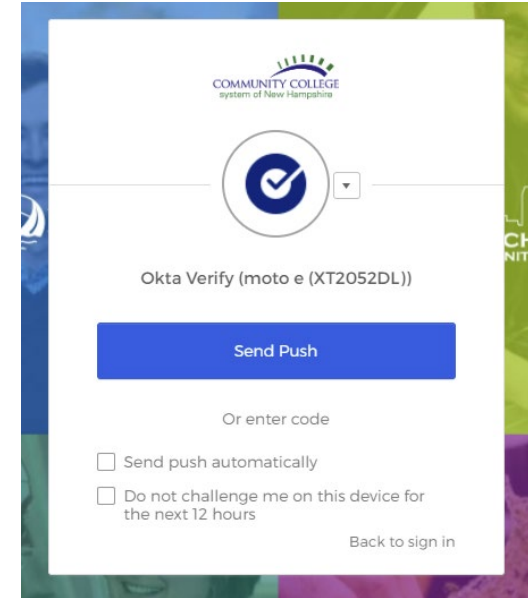
Step One: Banner Login No change



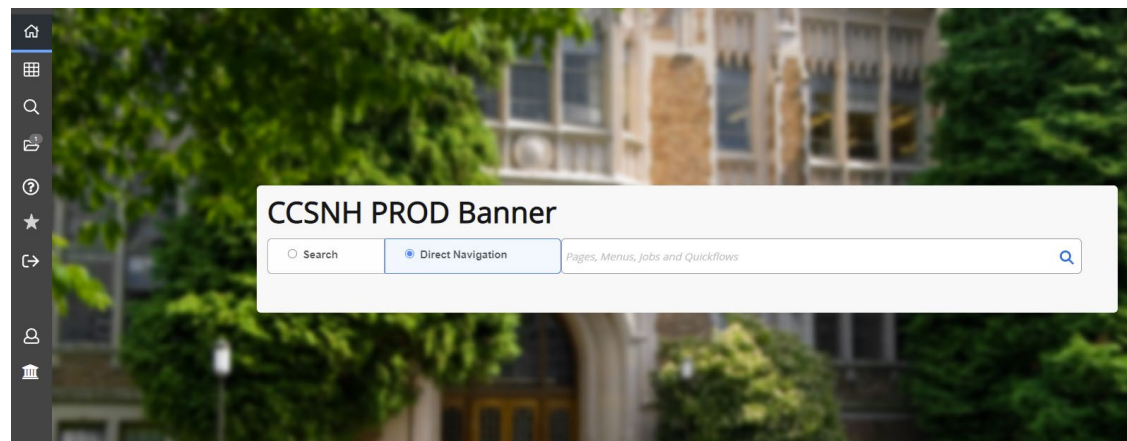
Step Two: Okta Login No change



Step Three: MFA New Step



Banner Landing Page



COMMUNITY COLLEGE
system of New Hampshire

Okta Verify (moto e (XT2052DL))

Send Push

Or enter code

Send push automatically

Do not challenge me on this device for the next 12 hours

Back to sign in

Change to other verification setup using the drop-down menu

COMMUNITY COLLEGE
system of New Hampshire

SMS

SMS Authentication

(+1 XXX-XXX-)

Enter Code

Send code

Do not challenge me on this device for the next 12 hours

Verify

Back to sign in

COMMUNITY COLLEGE
system of New Hampshire

Voice Call Authentication

(+1 XXX-XXX-)

Enter Code

Call

Do not challenge me on this device for the next 12 hours

Verify

Back to sign in



Okta Verify (moto e (XT2052DL))

Send Push

Or enter code

- Send push automatically
- Do not challenge me on this device for the next 12 hours

[Back to sign in](#)

CHECK MARK BOX ON YOUR CCSNH ISSUED DEVICE OR PERSONAL DEVICE

DO NOT CHECK OFF THIS BOX IN CLASSROOMS OR COMPUTER LABS

UPDATE/CHANGE MFA SETTING

Login into portal.ccsnh.edu

okta Search your apps Percy Community College Sy...

My Apps Quick Links My Apps Add section Notifications 3

My Apps Sort

My Apps

SIS Student Information System Canvas Zoom Course Evaluations - WMCC - IOTA

EAB - WMCC - Campus DegreeWorks - WMCC - Dashboard Rapid Insight Bridge Login Salesforce - TargetX

CLICK

Percy Vere Community College Sy...

Percy Vere pvere@ccsnh.edu

Settings Preferences Sign out

CHOOSE

Edit Profile

Change Password

Password requirements:

- At least 14 characters
- A lowercase letter
- No parts of your username
- Does not include your first name
- Does not include your last name
- Your password cannot be any of your last 1 passwords

Forgot Password Text Message

Okta can send you a text message with a recovery code. This feature is useful when you don't have access to your email.

Extra Verification

Extra verification increases your account security when signing in to Okta and other applications you use

Okta Verify	Enabled
Security Key or Biometric Authenticator	Disabled
SMS Authentication	Enabled
Voice Call Authentication	Enabled

UPDATE HERE