

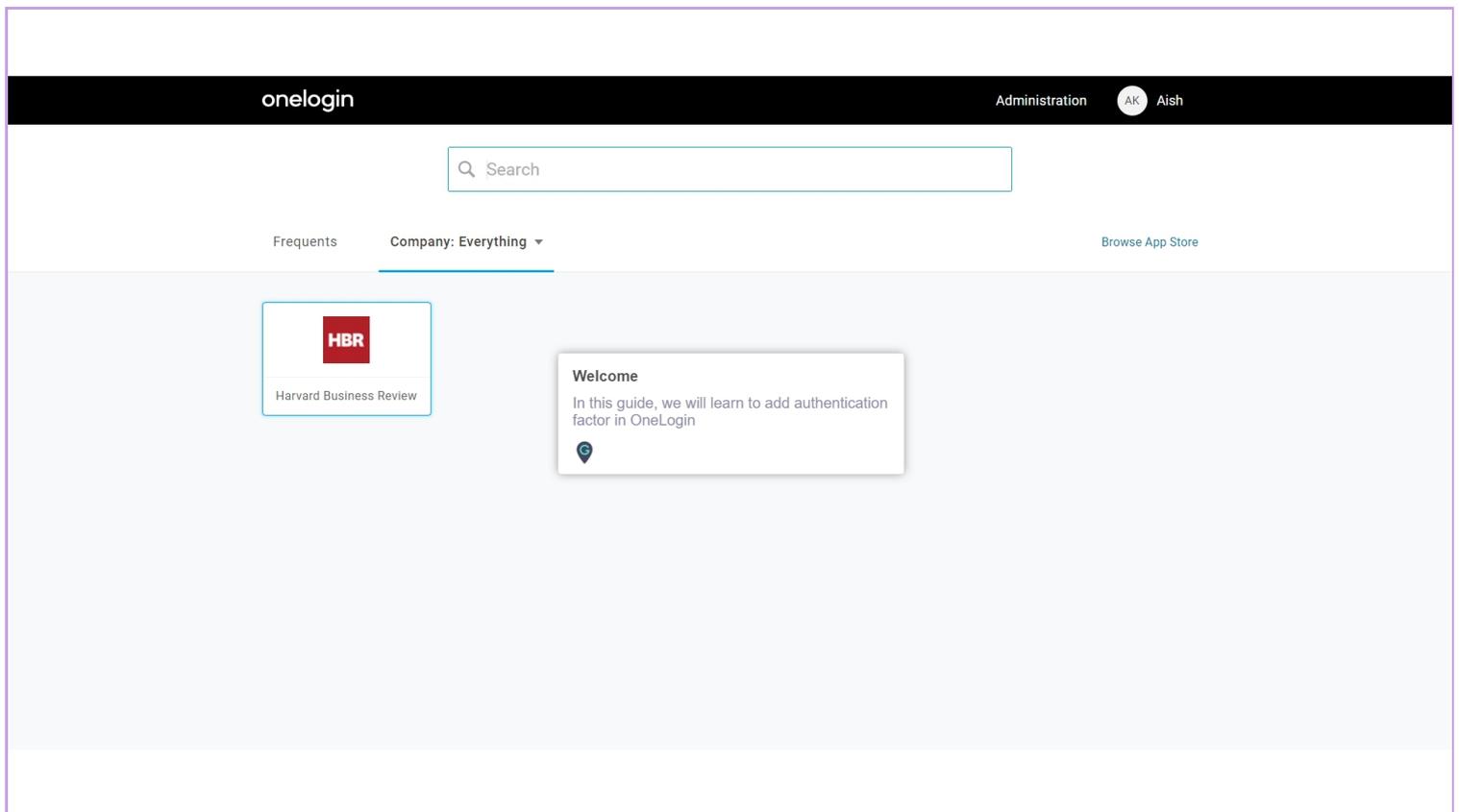


How to add Authentication Factor in OneLogin

## Step: 01

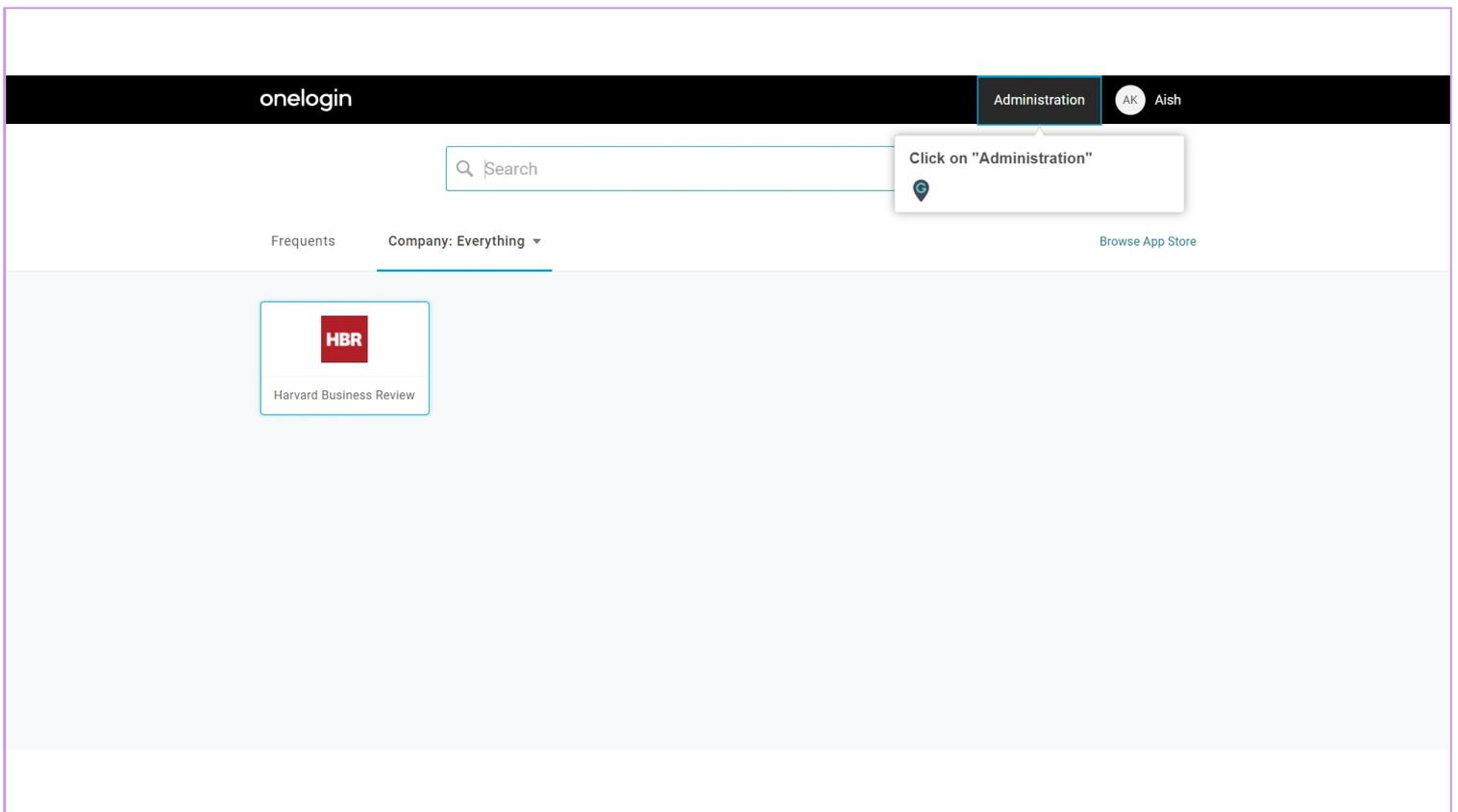
# Welcome

In this guide, we will learn to add authentication factor in OneLogin



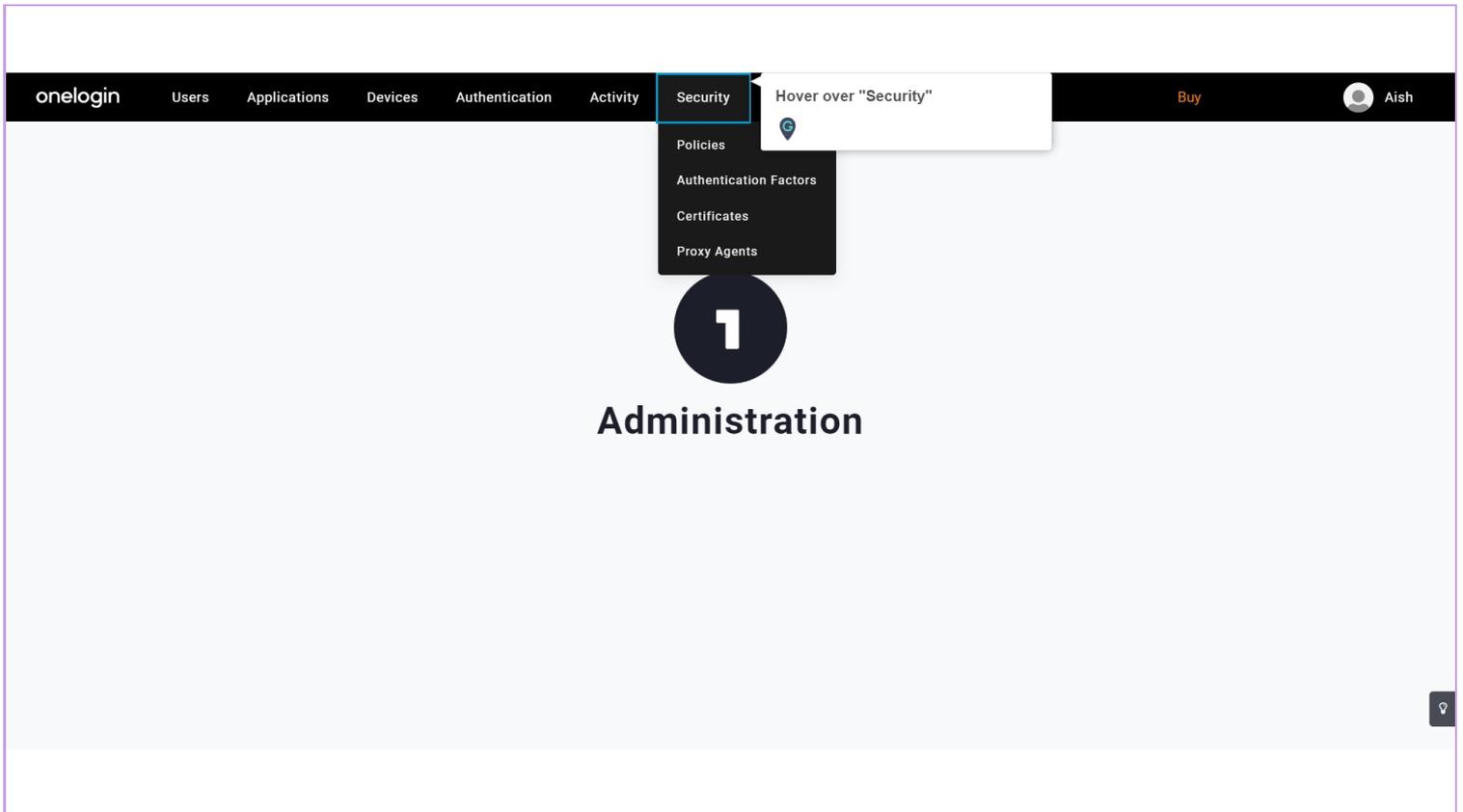
## Step: 02

Click on "Administration"



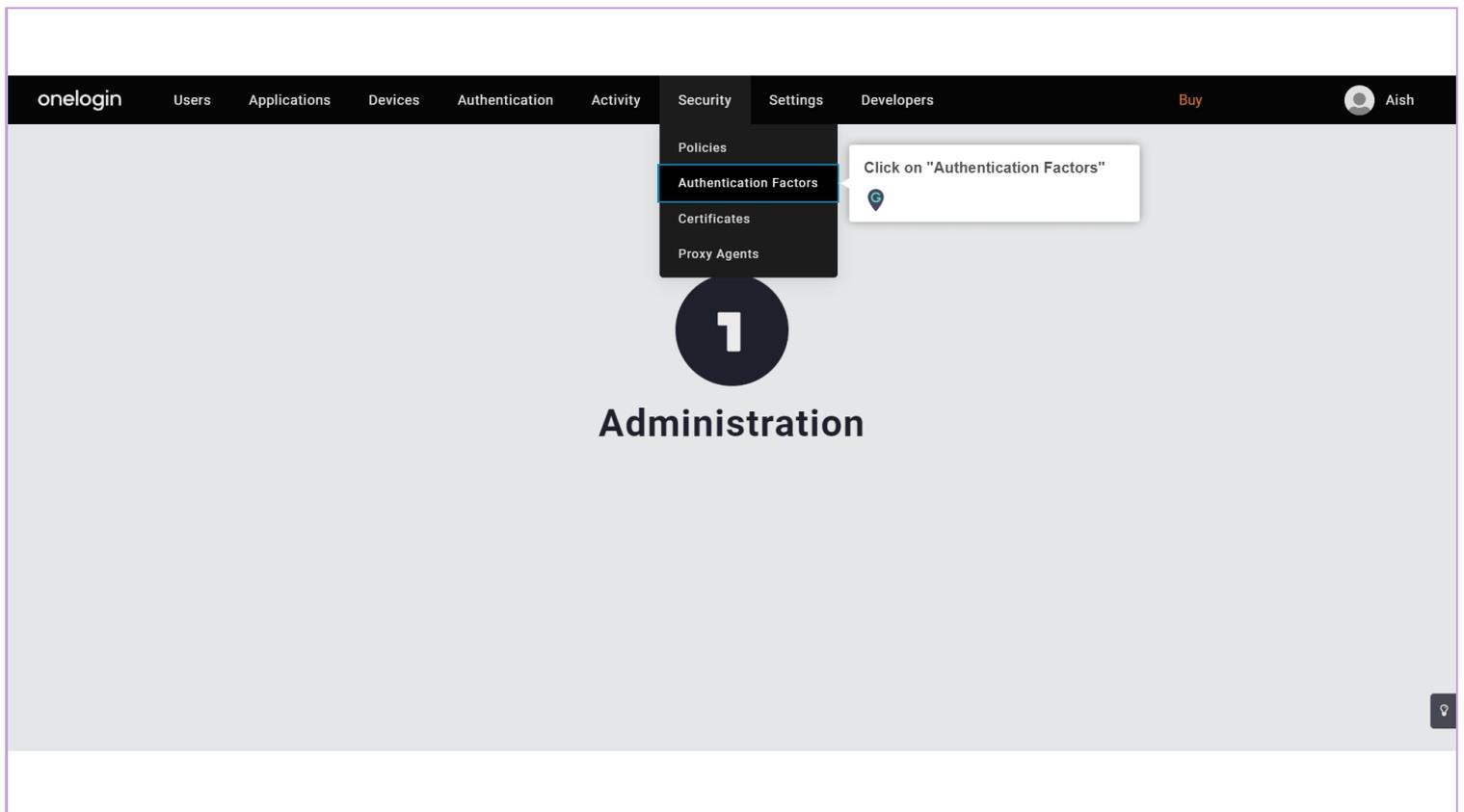
## Step: 03

### Hover over "Security"



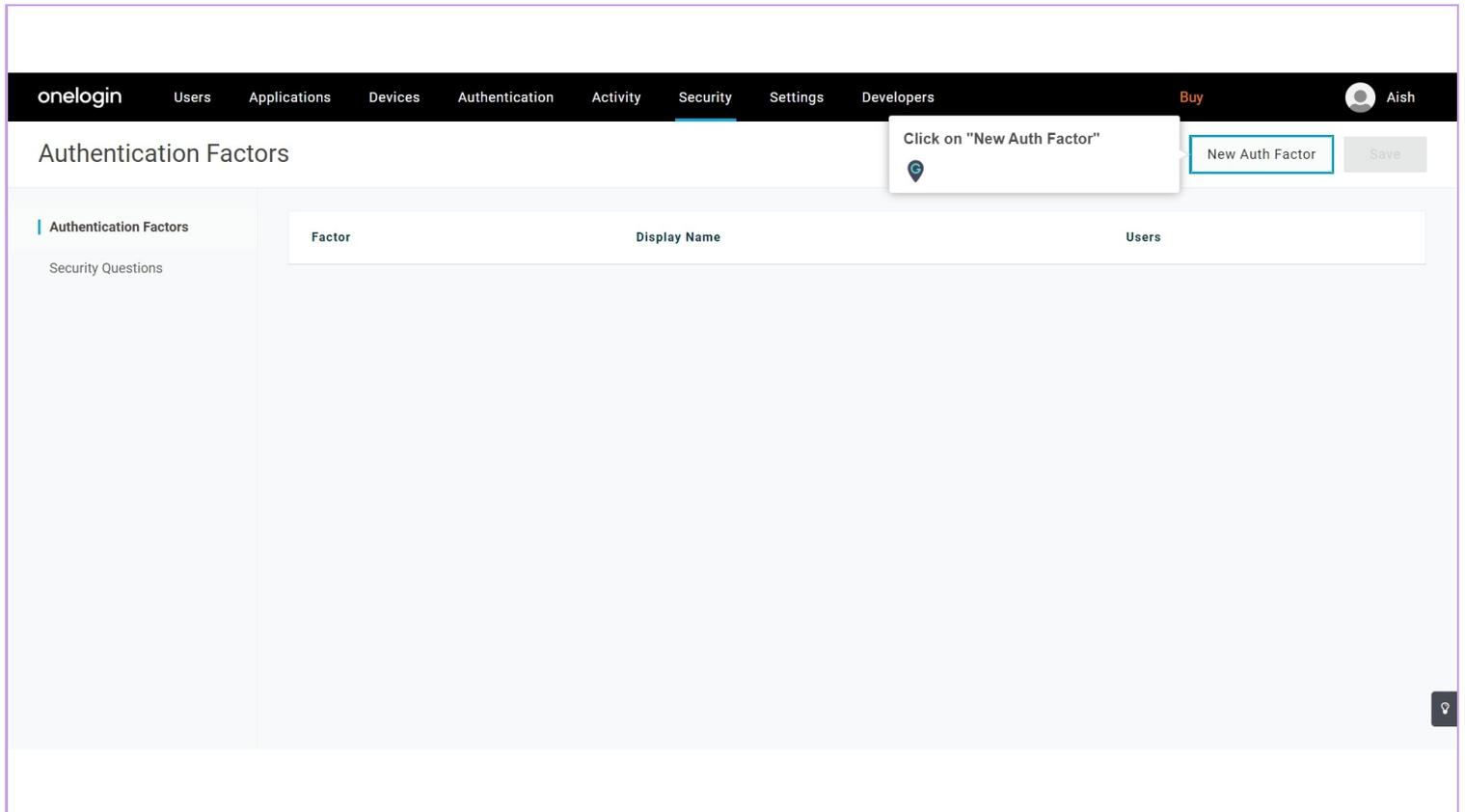
## Step: 04

Click on "Authentication Factors"



## Step: 05

Click on "New Auth Factor"



The screenshot displays the OneLogin Security console interface. The top navigation bar includes the OneLogin logo and menu items: Users, Applications, Devices, Authentication, Activity, Security (highlighted), Settings, and Developers. On the right side of the navigation bar, there is a 'Buy' button and a user profile for 'Aish'. The main content area is titled 'Authentication Factors'. On the left, there is a sidebar with 'Authentication Factors' (selected) and 'Security Questions'. The main area contains a table with columns for 'Factor', 'Display Name', and 'Users'. A callout box with a location pin icon points to the 'New Auth Factor' button, with the text 'Click on "New Auth Factor"'. The 'New Auth Factor' button is highlighted with a red border, and a 'Save' button is visible to its right.

## Step: 06

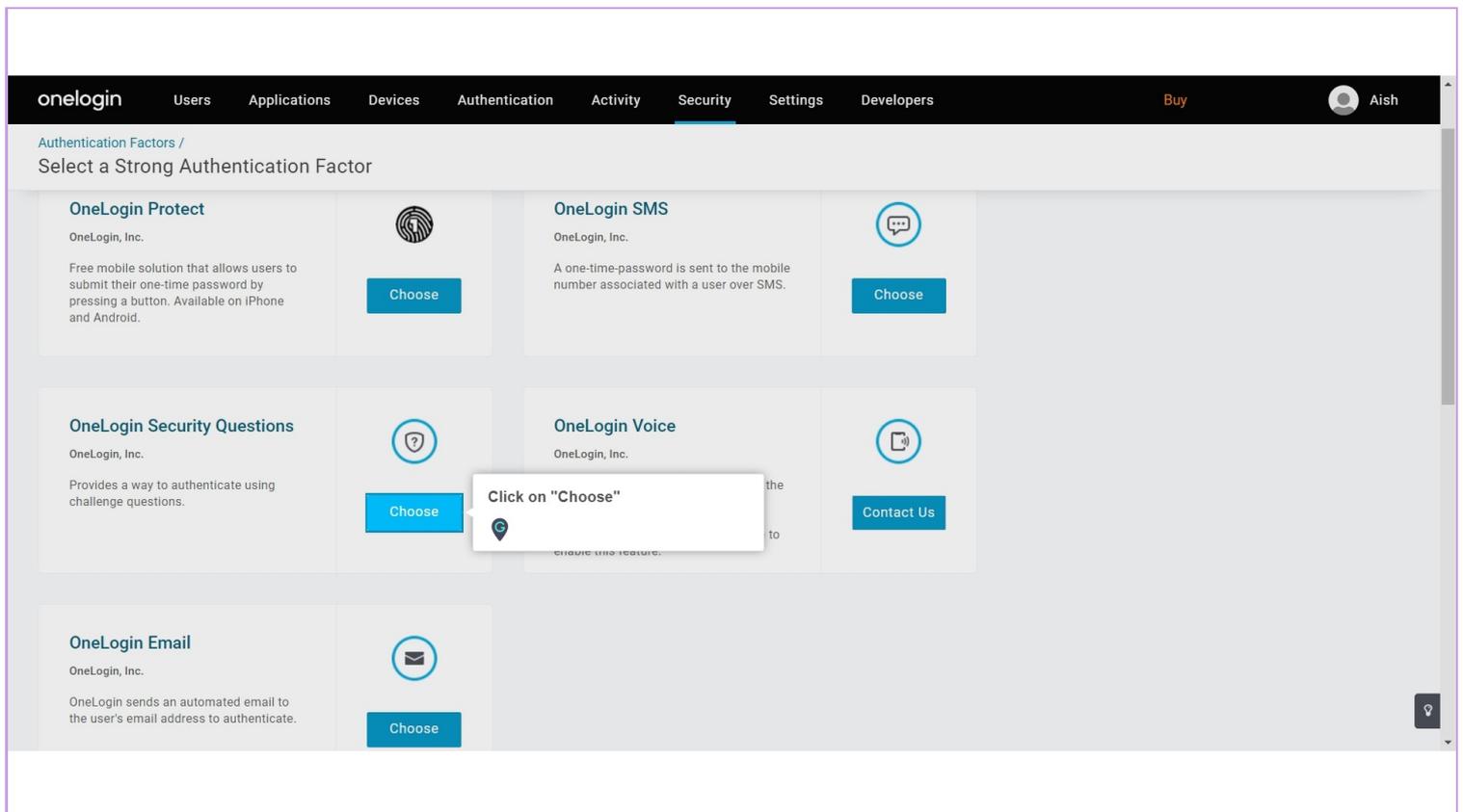
# Select a Strong Authentication Factor

The screenshot displays the OneLogin console interface. At the top, a navigation bar includes the OneLogin logo and menu items: Users, Applications, Devices, Authentication, Activity, Security (highlighted), Settings, and Developers. On the right side of the navigation bar, there is a 'Buy' link and a user profile icon labeled 'Aish'. Below the navigation bar, the page title is 'Authentication Factors / Select a Strong Authentication Factor'. A modal window is centered on the screen with the title 'Select a Strong Authentication Factor' and a location pin icon. The main content area is titled 'OneLogin' and features a grid of authentication factor cards:

- OneLogin Protect**: OneLogin, Inc. Free mobile solution that allows users to submit their one-time password by pressing a button. Available on iPhone and Android. [Choose]
- OneLogin SMS**: OneLogin, Inc. A one-time-password is sent to the mobile number associated with a user over SMS. [Choose]
- OneLogin Security Questions**: OneLogin, Inc. Provides a way to authenticate using challenge questions. [Choose]
- OneLogin Voice**: OneLogin, Inc. OneLogin sends an automated call to the user's mobile number to authenticate. Contact your OneLogin representative to enable this feature. [Contact Us]
- OneLogin Email**: [Choose]

## Step: 07

### Click on "Choose"



The screenshot displays the OneLogin Security console interface. The top navigation bar includes the OneLogin logo and menu items: Users, Applications, Devices, Authentication, Activity, Security (highlighted), Settings, and Developers. On the right side of the navigation bar, there is a 'Buy' link and a user profile icon labeled 'Aish'. Below the navigation bar, the page title is 'Authentication Factors / Select a Strong Authentication Factor'. The main content area features a grid of authentication factor cards:

- OneLogin Protect**: OneLogin, Inc. Free mobile solution that allows users to submit their one-time password by pressing a button. Available on iPhone and Android. Includes a 'Choose' button.
- OneLogin SMS**: OneLogin, Inc. A one-time-password is sent to the mobile number associated with a user over SMS. Includes a 'Choose' button.
- OneLogin Security Questions**: OneLogin, Inc. Provides a way to authenticate using challenge questions. Includes a 'Choose' button.
- OneLogin Voice**: OneLogin, Inc. Includes a 'Contact Us' button.
- OneLogin Email**: OneLogin, Inc. OneLogin sends an automated email to the user's email address to authenticate. Includes a 'Choose' button.

A white callout box with a pointer is positioned over the 'Choose' button of the 'OneLogin Security Questions' card, containing the text 'Click on "Choose"'. A small location pin icon is visible at the bottom left of the callout box.

## Step: 08

Click on "Configure"

The screenshot shows the OneLogin Security console interface. The top navigation bar includes 'onelogin', 'Users', 'Applications', 'Devices', 'Authentication', 'Activity', 'Security', 'Settings', 'Developers', 'Buy', and a user profile 'Aish'. The main content area is titled 'Authentication Factors / Select a Strong Authentication Factor'. A modal dialog is open in the center, displaying the message: 'You must first configure Security Questions for this account.' Below the message are two buttons: 'Cancel' and 'Configure'. A callout box with a pointer icon points to the 'Configure' button, containing the text 'Click on "Configure"'. The background shows several authentication factor options, including OneLogin Protect, OneLogin SMS, OneLogin Security Questions, OneLogin Voice, and OneLogin Email, each with a 'Choose' button.

## Step: 09

Select the number of questions users will be asked when they try to login for the first time

The screenshot shows the OneLogin administration interface. The top navigation bar includes 'onelogin', 'Users', 'Applications', 'Devices', 'Authentication', 'Activity', 'Security', 'Settings', and 'Developers'. The user 'Aish' is logged in. The main page is titled 'Authentication Factors' and has a 'Security Questions' sidebar. The 'Number of questions' section is active, with a dropdown menu set to '0'. A tooltip is displayed over the dropdown, stating: 'Select the number of questions users will be asked when they try to login for the first time'. Below this, there are two informational messages: 'The number of questions users will be asked when they try to login for the first time.' and 'The number of questions users will be asked when they are resetting their passwords or trying to authenticate.' The 'Enabled questions' section contains a message: 'Select from questions below to make them available for users to choose from when they are setting up their security questions the first time. Note that **deselecting a question will NOT affect the users** who are using them already.' Under 'Options', there is a checkbox for 'What is your paternal grandmother's first name?'.

## Step: 10

Select the number of questions users will be asked when they are resetting their passwords or trying to authenticate

onelogin Users Applications Devices Authentication Activity Security Settings Developers Buy Aish

### Authentication Factors

New Auth Factor Save

Authentication Factors

Security Questions

#### Number of questions

When users set up their answers

1

The number of questions users will be asked when they try to login for the first time.

When users

0

Select the number of questions users will be asked when they are resetting their passwords or trying to authenticate

The number of questions users will be asked when they are resetting their passwords or trying to authenticate.

#### Enabled questions

Select from questions below to make them available for users to choose from when they are setting up their security questions the first time. Note that **deselecting a question will NOT affect the users** who are using them already.

Options

What is your paternal grandmother's first name?

## Step: 11

Select from questions below to make them available for users to choose from when they are setting up their security questions the first time

Note that deselecting a question will NOT affect the users who are using them already

The screenshot shows the OneLogin 'Authentication Factors' configuration page. The 'Security Questions' section is active, displaying a list of questions under the heading 'Enabled questions'. A tooltip is overlaid on the page, providing instructions: 'Select from questions below to make them available for users to choose from when they are setting up their security questions the first time. Note that deselecting a question will NOT affect the users who are using them already.' The list of questions includes:

- What is your paternal grandmother's first name?
- What was the first name of your first manager?
- In what city is your vacation home? (Enter full name of city only)
- In what city was your father born? (Enter full name of city only)
- What was the nickname of your grandfather?
- What was the name of your first girlfriend/boyfriend?
- What was the name of your first pet?
- What is the first name of the best man at your wedding?
- What is the first name of your oldest niece?
- What was your high school mascot?
- What was the last name of your first grade teacher?
- What was the name of your kindergarten teacher?

The page also features a 'New Auth Factor' button and a 'Save' button. The user's name 'Aish' is visible in the top right corner.

# Step: 12

## Click on "Save"

The screenshot shows the OneLogin administration interface. The top navigation bar includes 'onelogin', 'Users', 'Applications', 'Devices', 'Authentication', 'Activity', 'Security' (highlighted), 'Settings', and 'Developers'. On the right, there is a 'Buy' link and a user profile for 'Aish'. The main content area is titled 'Authentication Factors' and contains a sidebar with 'Authentication Factors' and 'Security Questions'. The 'Security Questions' section is active and displays the following configuration:

- Number of questions**
  - When users set up their answers: 1 (dropdown)
  - When users reset their passwords or try to authenticate with MFA: 1 (dropdown)
- Enabled questions**
  - Options:  What is your paternal grandmother's first name?

A callout box with a location pin icon and the text 'Click on "Save"' points to the 'Save' button in the top right corner of the configuration area.

# Thank You!

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