

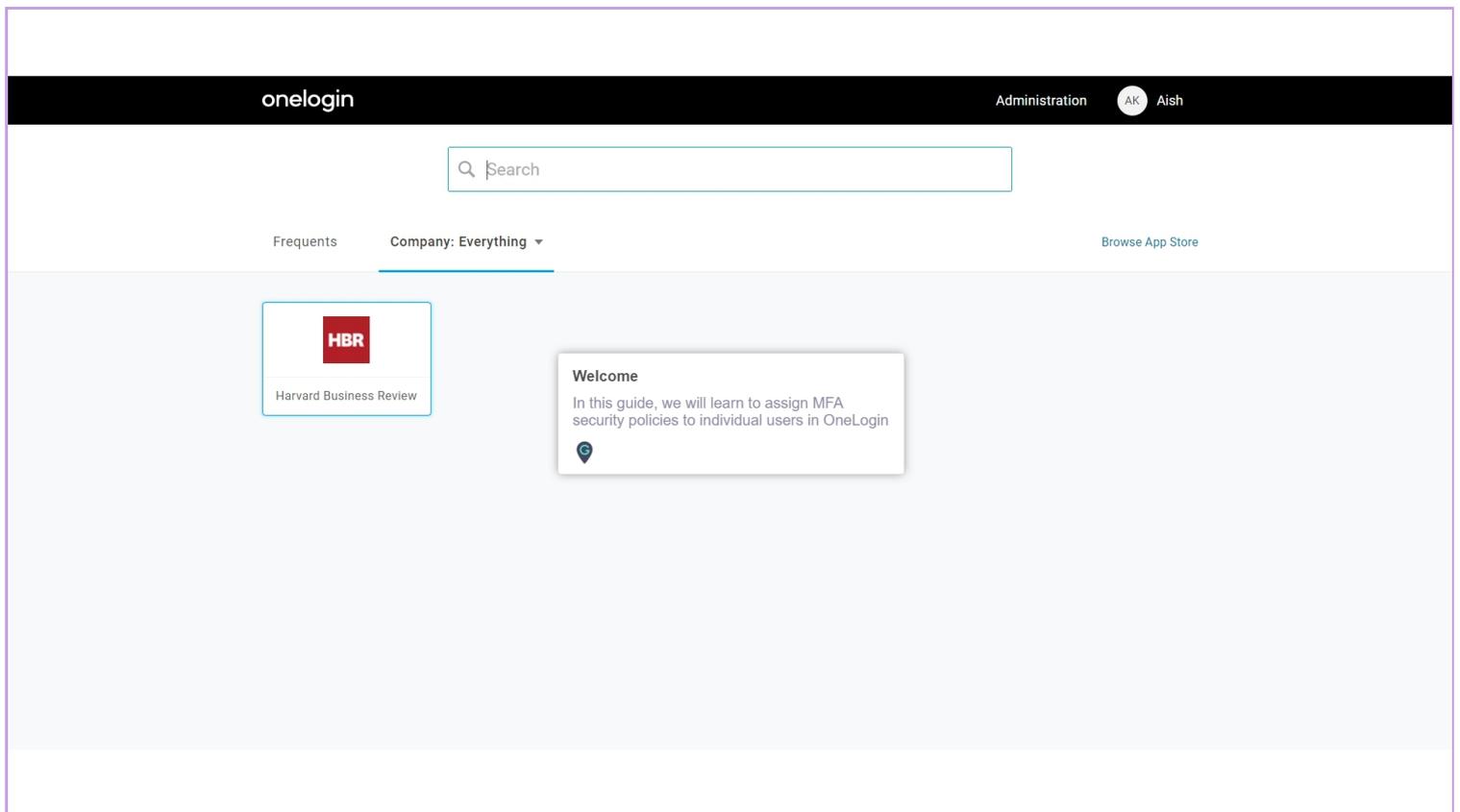


How to assign MFA security policies to individual users in OneLogin

## Step: 01

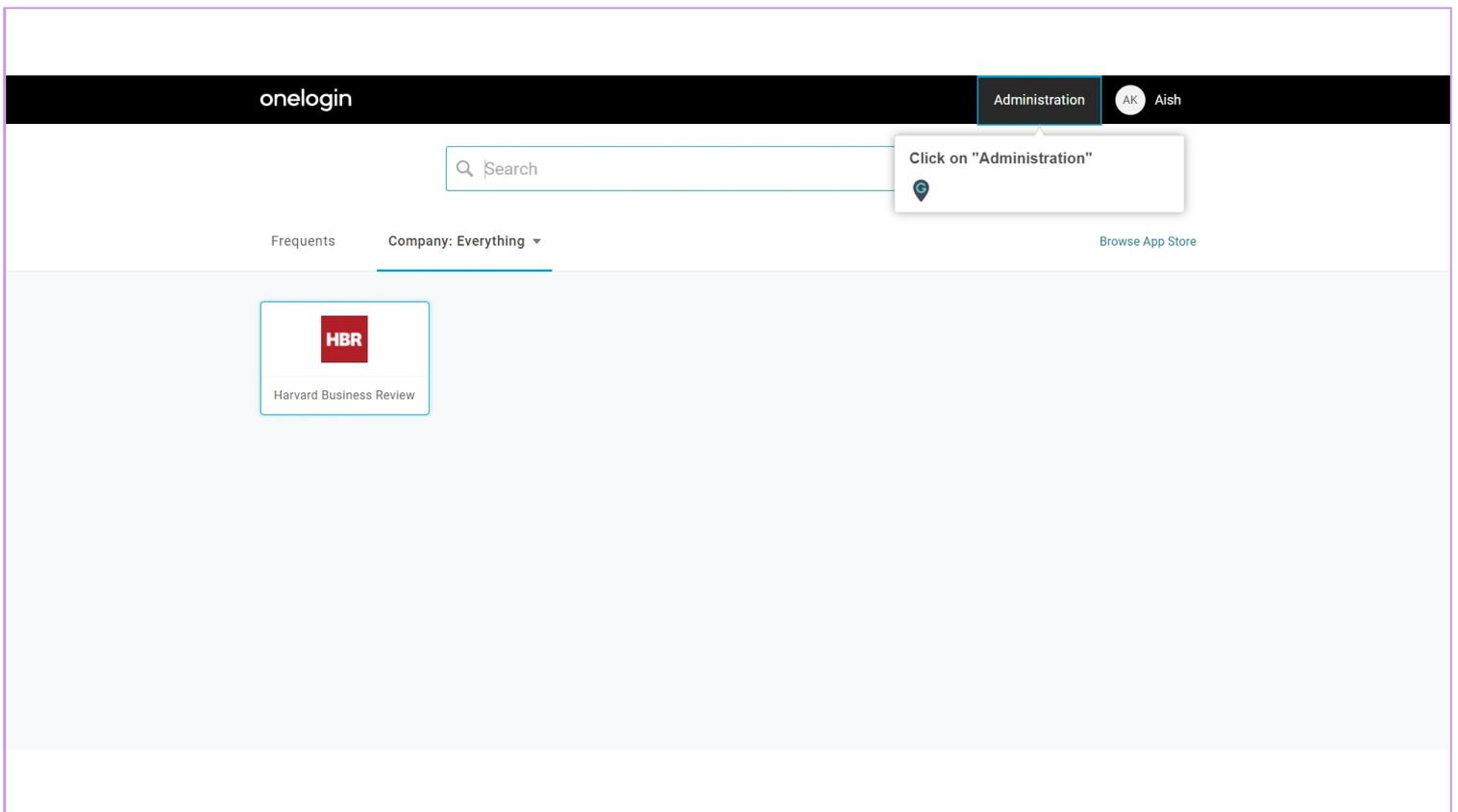
# Welcome

In this guide, we will learn to assign MFA security policies to individual users in OneLogin



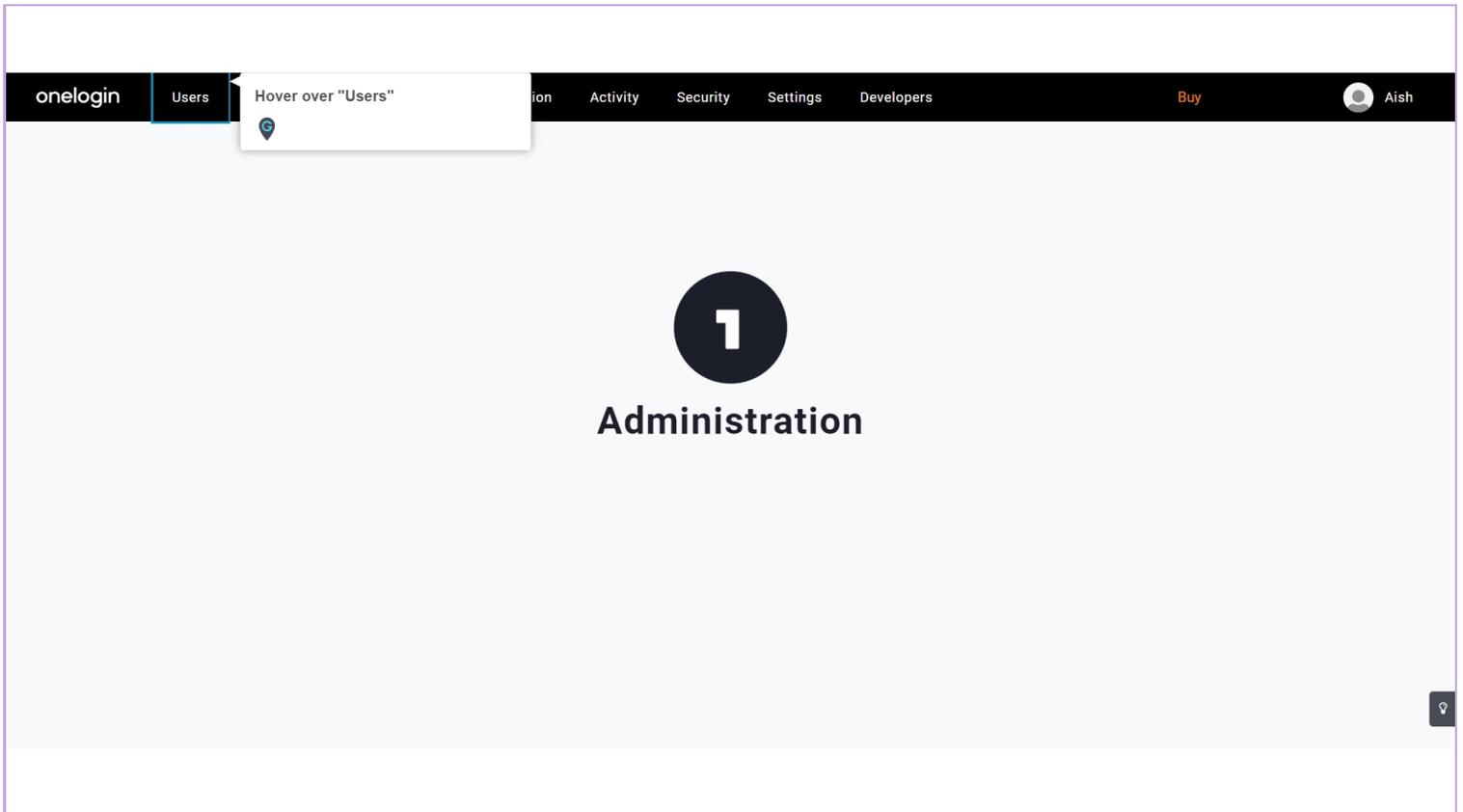
## Step: 02

Click on "Administration"



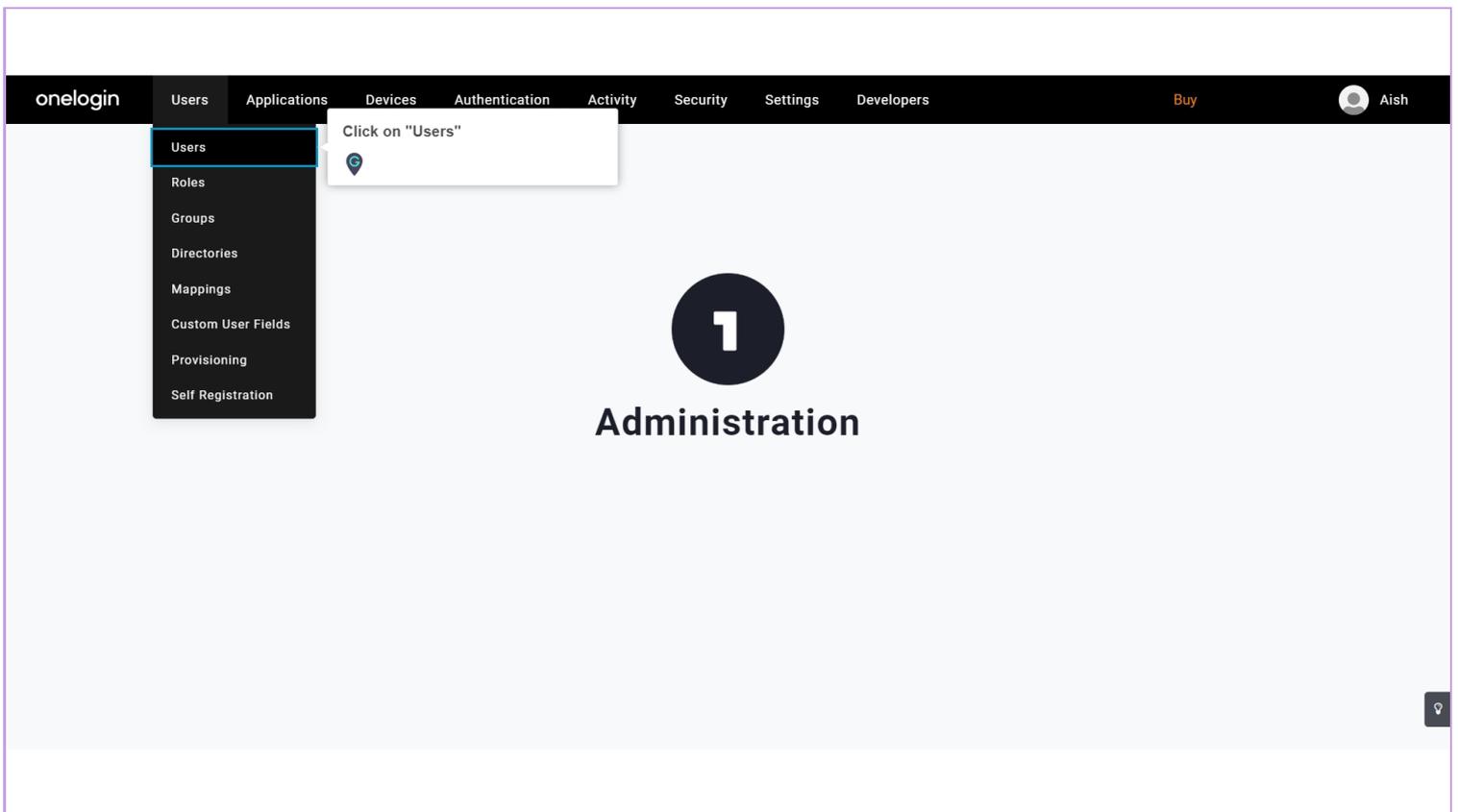
## Step: 03

Hover over "Users"



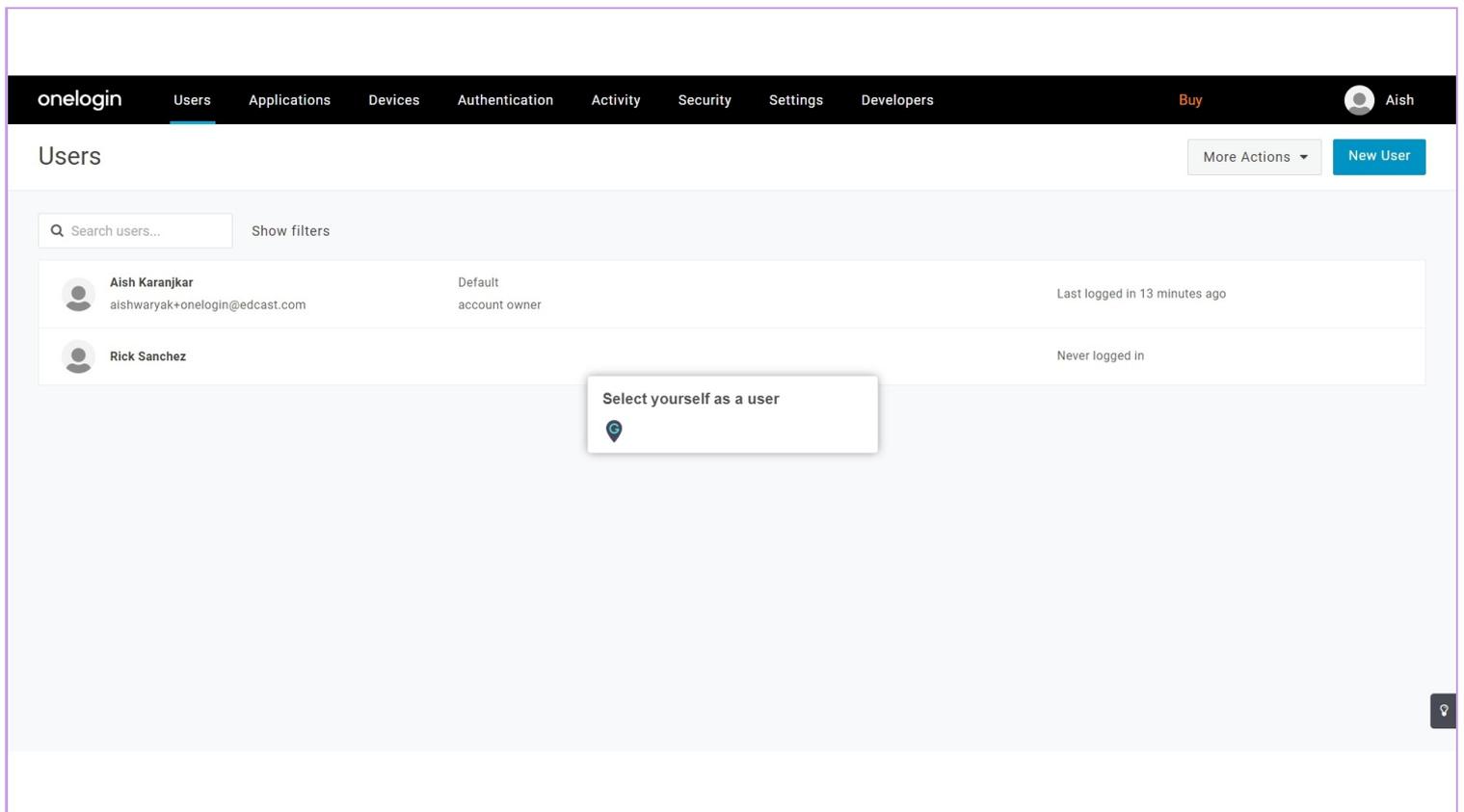
## Step: 04

Click on "Users"



## Step: 05

### Select yourself as a user

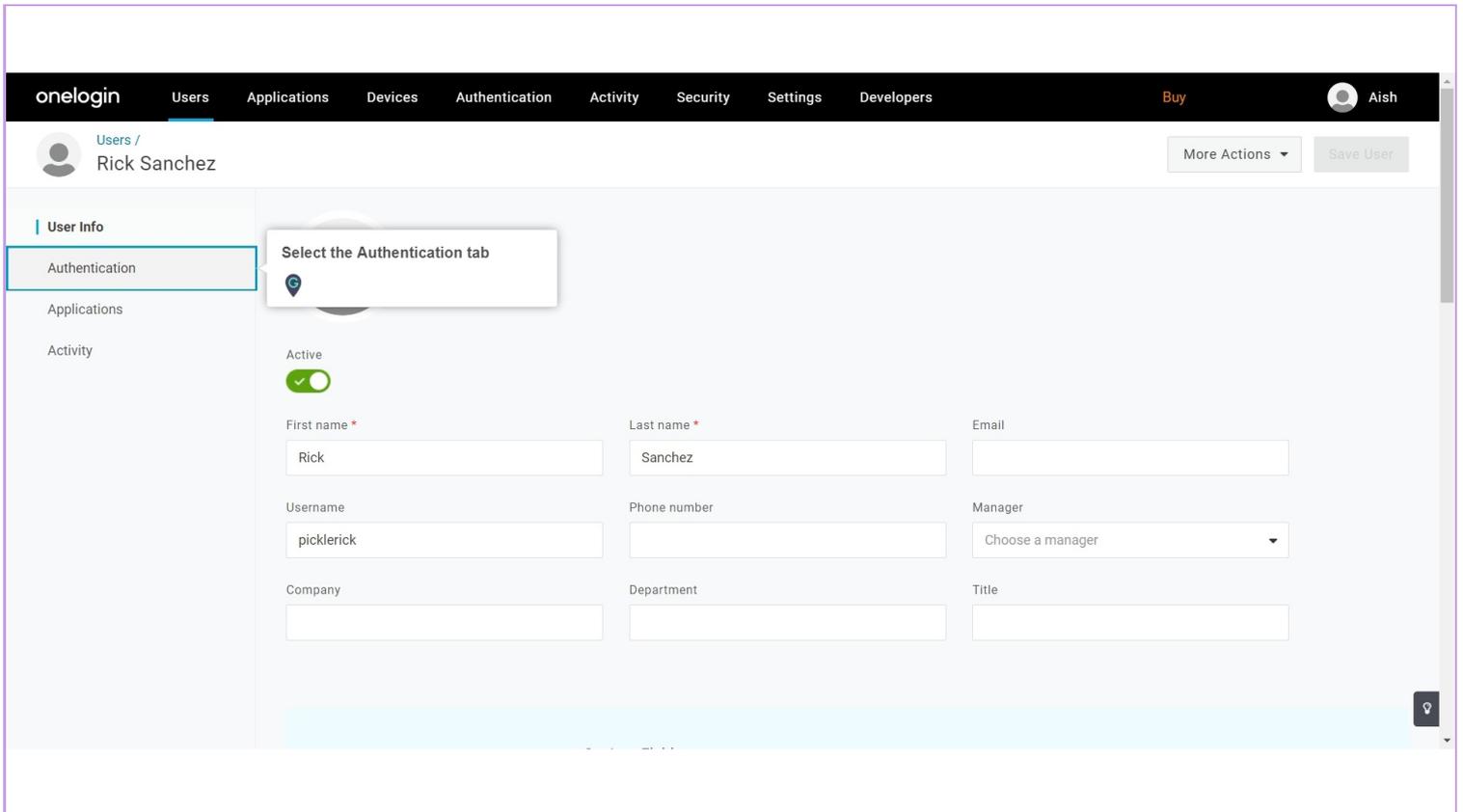


The screenshot displays the OneLogin 'Users' management page. The navigation bar at the top includes 'onelogin', 'Users', 'Applications', 'Devices', 'Authentication', 'Activity', 'Security', 'Settings', and 'Developers'. A 'Buy' button and a user profile for 'Aish' are visible on the right. The main content area is titled 'Users' and features a search bar, a 'Show filters' link, and a 'More Actions' dropdown. A 'New User' button is located in the top right corner of the user list area. The user list contains two entries: 'Aish Karanjkar' (Default account owner, last logged in 13 minutes ago) and 'Rick Sanchez' (Never logged in). A modal dialog box is open in the center, displaying the text 'Select yourself as a user' and a location pin icon.

Name	Role	Last Logged In
Aish Karanjkar	Default account owner	Last logged in 13 minutes ago
Rick Sanchez		Never logged in

# Step: 06

## Select the Authentication tab



## Step: 07

Under the User Security Policy dropdown, select Default policy

The screenshot displays the OneLogin user management 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 shows the user 'Rick Sanchez' with a 'More Actions' and 'Save User' button. The 'Authentication' tab is active, showing fields for 'Trusted IDP' (set to '-- NONE --'), 'Authenticated by' (set to 'OneLogin'), and 'User security policy' (set to '-- default is Default policy --'). A blue box highlights the 'User security policy' dropdown, and a callout box points to it with the text: 'Under the User Security Policy dropdown, select Default policy'. Below this, the 'Open ID' section shows 'picklerick' with a 'Change' link and a document icon. The 'Multi-factor methods' section is partially visible at the bottom.

## Step: 08

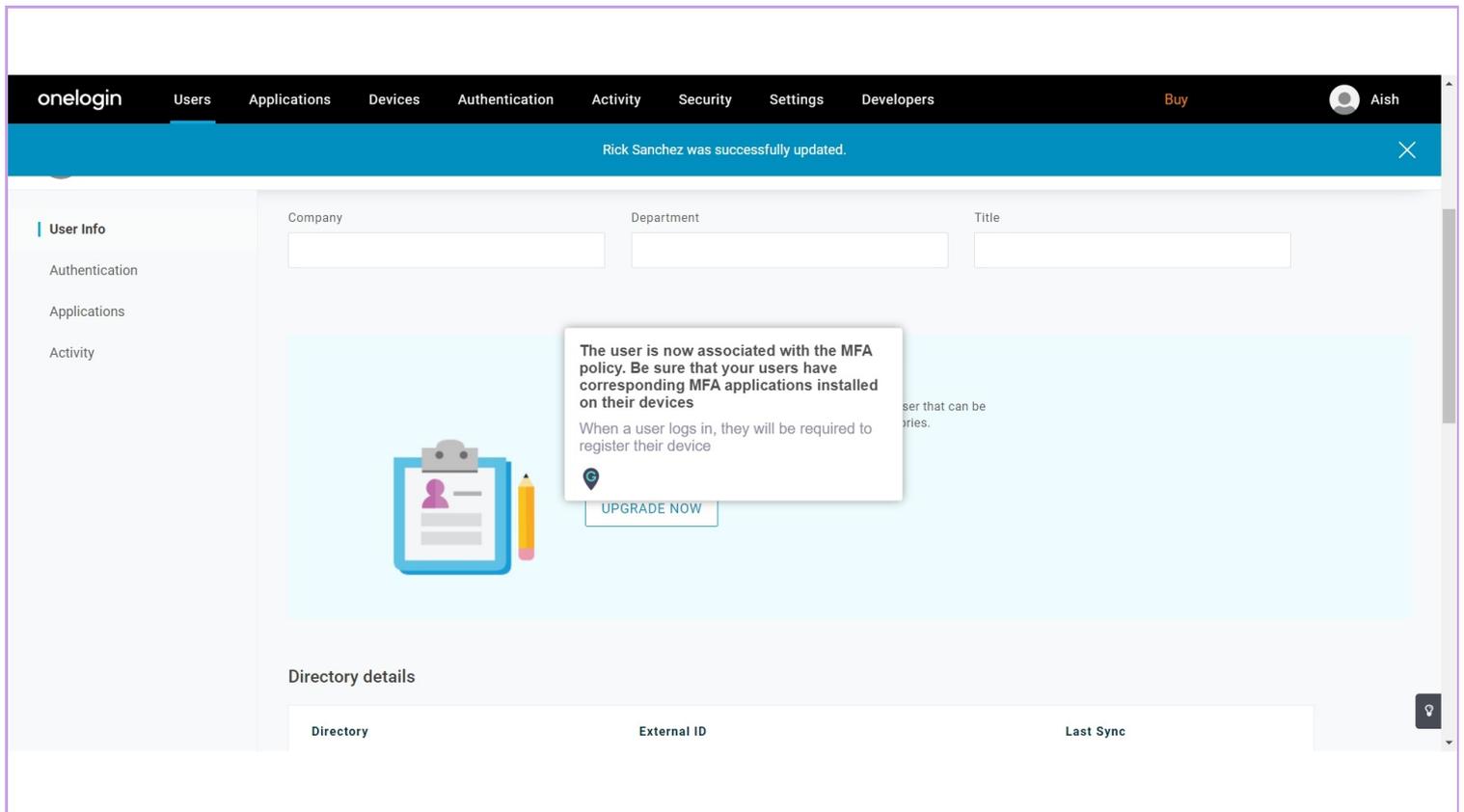
Click on "Save User"

The screenshot displays the OneLogin user management interface. The top navigation bar includes the OneLogin logo and menu items: Users, Applications, Devices, Authentication, Activity, Security, Settings, and Developers. The user profile 'Rick Sanchez' is shown in the top right corner. The left sidebar contains navigation options: User Info, Authentication (selected), Applications, and Activity. The main content area is titled 'Authentication' and contains several dropdown menus: 'Trusted IDP' (set to '-- NONE --'), 'Authenticated by' (set to 'OneLogin'), and 'User security policy' (set to 'Default policy'). A red warning message states 'This will override any other policies.' Below this is the 'Open ID' section with a text input field containing 'picklerick' and a 'Change' link. At the bottom of the main content area, the 'Multi-factor methods' section is partially visible. A blue 'Save User' button is located in the top right corner of the main content area. A white callout box with a blue location pin icon points to the 'Save User' button, containing the text 'Click on "Save User"'. A small help icon is visible in the bottom right corner of the interface.

## Step: 09

The user is now associated with the MFA policy. Be sure that your users have corresponding MFA applications installed on their devices

When a user logs in, they will be required to register their device



The screenshot displays the OneLogin user management interface. At the top, a navigation bar includes the OneLogin logo and menu items: Users, Applications, Devices, Authentication, Activity, Security, Settings, and Developers. A user profile icon for 'Aish' is visible in the top right corner. A blue notification banner at the top of the main content area states: 'Rick Sanchez was successfully updated.' Below this, the 'User Info' section is active, showing input fields for 'Company', 'Department', and 'Title'. A central notification box with a clipboard icon contains the following text: 'The user is now associated with the MFA policy. Be sure that your users have corresponding MFA applications installed on their devices. When a user logs in, they will be required to register their device.' An 'UPGRADE NOW' button is located at the bottom of this notification. Below the notification, the 'Directory details' section is visible, with a table header showing 'Directory', 'External ID', and 'Last Sync'.

# Thank You!

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