



2-factor authentication is required to secure your account.

#### **Begin Setup**



# COMING SOON MULTI-FACTOR AUTHENTICATION

What to expect beginning October 16

#### OVERVIEW WHAT TO EXPECT



# LOG INTO BARONONE

To log in, simply enter your username and password as you normally would.

Then click Continue.

Rowan College BURLINGTON COUN	ge TY
Username @mymail.rcbc.edu Password	Not you?
Continue	
What is this? Forgot Passwor	d



#### MULTI-FACTOR AUTHENTICATION (MFA) SETUP

If you have never set up an approved MFA option, you will be asked to do so upon login beginning on 10/16/2023.

If you see a message regarding 2-factor authentication, then click **Begin Setup** to get started.

#### SELECT ONELOGIN PROTECT

You will be given a choice of 3 options for securing your account. This guide covers the most popular option, OneLogin Protect.

If you prefer Google Authenticator or OneLogin SMS, please feel free to choose the option you are most comfortable using.





#### OneLogin Protect

Download and install OneLogin Protect on your device



When the app is installed, come back to this screen and click **Activate** 

Activate



#### DOWNLOAD ONELOGIN PROTECT APP ON YOUR SMARTPHONE

If you haven't already done so, please download the OneLogin Protect App from the App Store or Google Play Store.

This guide shows how to set up OneLogin Protect using an iOS device.

The process for Android devices will be generally the same, just with some minor visual differences.

Once you have the app downloaded, open the app and click  $Activate_{6}$ 

## ADD THE ACCOUNT

Once you've clicked Activate in BaronOne, now you will click the + in your OneLogin Protect App.

Clicking the + sign will attempt to launch your phone's camera to scan the QR code you see on the screen.

You may need to give permission on your phone for OneLogin Protect to access your camera.

Now scan the QR code.

Once the QR code is scanned, the app will automatically continue registering your device.





Once you've registered your device using the OneLogin Protect app, you will be brought immediately into your BaronOne portal.

Upon your next login, you will be prompted to authenticate your login using your OneLogin Protect app.

Let's take a look at what to expect the next time you log in.



# LOGGING IN USING MFA

From your computer, enter your username and password as you normally would, then click Continue.

On your smartphone, look for a Push Notification from the OneLogin Protect app and open it when you see it.

### ACCEPT THE REQUEST

As long as you recognize this login attempt, click Accept from the OneLogin Protect app.

Upon clicking Accept, you should see your BaronOne portal page load on your computer within a couple of seconds.

If you ever receive this notification at a time when you are not actively trying to log in, then you should Deny the request, and immediately change your BaronOne password!



#### **ADDITIONAL SUPPORT**

If you need additional support setting up your multi-factor authentication:

**Students:** <u>Contact the Student Help Desk</u> **Employees:** <u>Visit the OIT Intranet page</u>

