

Setting up Multi Factor Authentication (MFA) for Globocol

Download Authenticator App

Prior to going through the below steps please download an authenticator applicator to your mobile device, such as Microsoft Authenticator, Google Authenticator or DUO Mobile.

Getting Started

- Enter your email address and password
- Leave the **MFA Token** entry box blank
- Click **Sign In**

Terms & Conditions and [Privacy Policy](#)'."/>

Sign in to
your account

Email

Field is required.

Password

Field is required.

MFA Token:

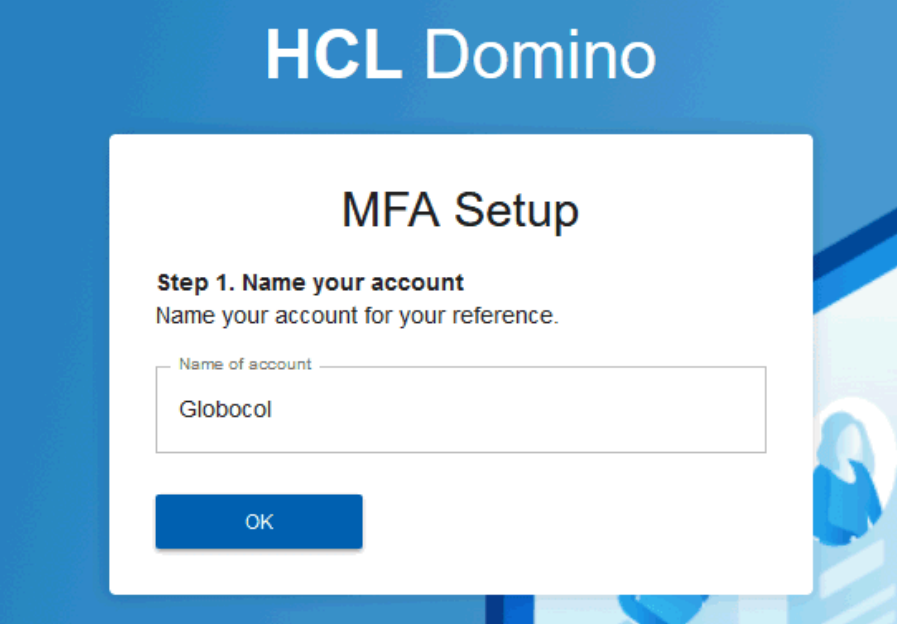
Forgotten password?

Sign In

By continuing you are agreeing to our [Terms & Conditions](#) and [Privacy Policy](#)

Step 1. Name your account

- After you sign in you will be redirected to the **MFA Setup** page
- Enter an account name of your choice with no spaces (e.g. Globocol has been used as an example)
- Click **OK**



The screenshot shows the HCL Domino MFA Setup interface. At the top, the text "HCL Domino" is displayed in white on a blue background. Below this, the title "MFA Setup" is centered. Underneath the title, the instruction "Step 1. Name your account" is followed by the text "Name your account for your reference." A text input field is provided with the placeholder text "Name of account" and the value "Globocol" entered. Below the input field is a blue button labeled "OK".

Step 2. Configure your application

- After you have entered your account name, you will be presented with a QR code in your browser. (See below image for an example of this).
- Scan the QR Code in your browser with your chosen Authenticator App.


HCL Domino

MFA Setup

Step 2. Configure your application
Enter the following URI on your authentication application, using instructions from your administrator. Or, use the application to scan the QR code. Both contain the same information.

TOTP URI:

or

QR code: 

Step 3. Validate
Test by entering a token generated by the application. Scratch tokens do not work here.

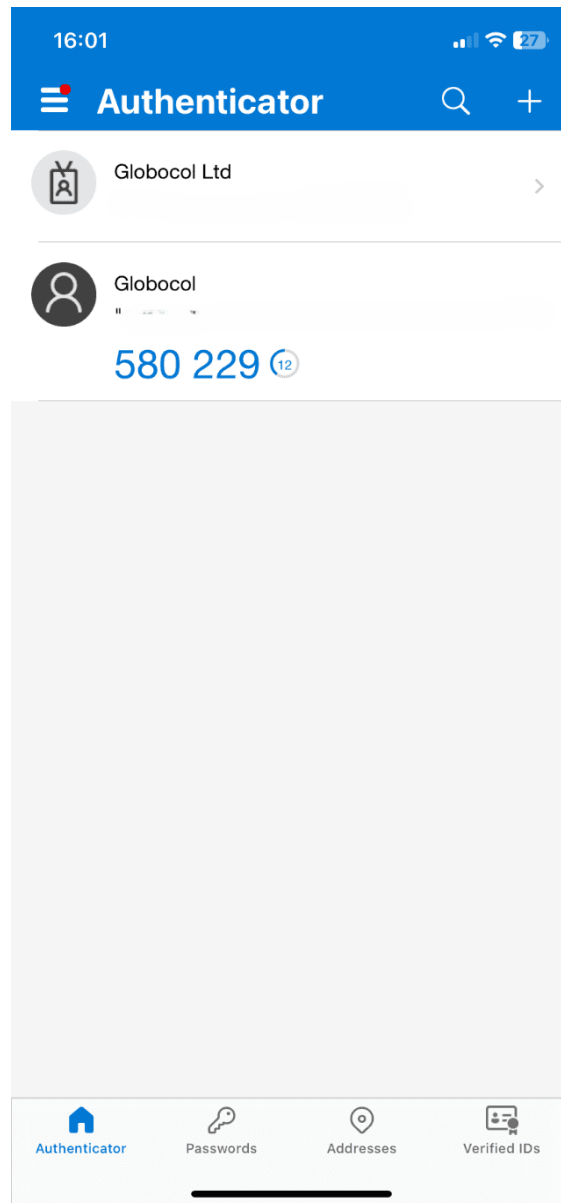
MFA Token:

VALIDATE

- View the process on your chosen Authenticator App below before proceeding to **Step 3**.

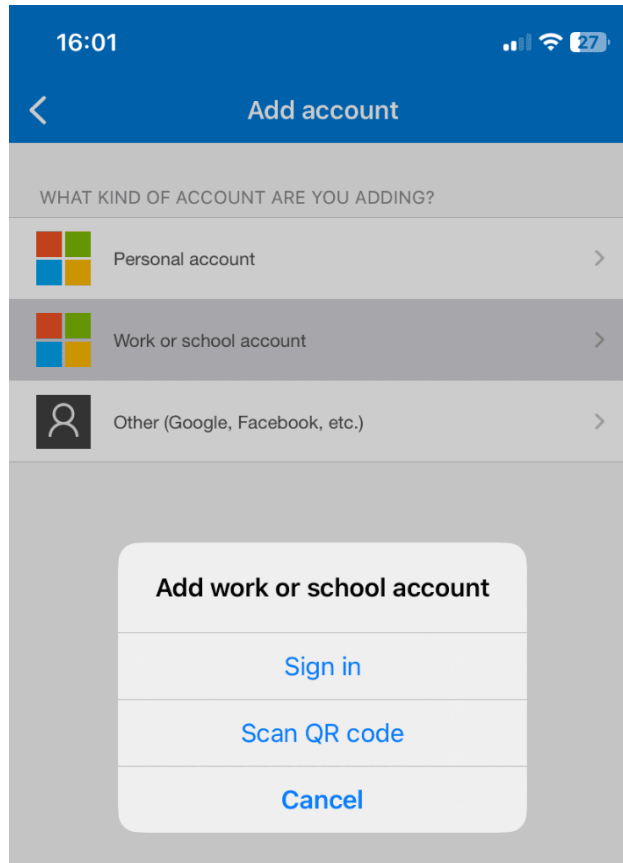
Microsoft Authenticator

- Click the '+' icon in the top right corner

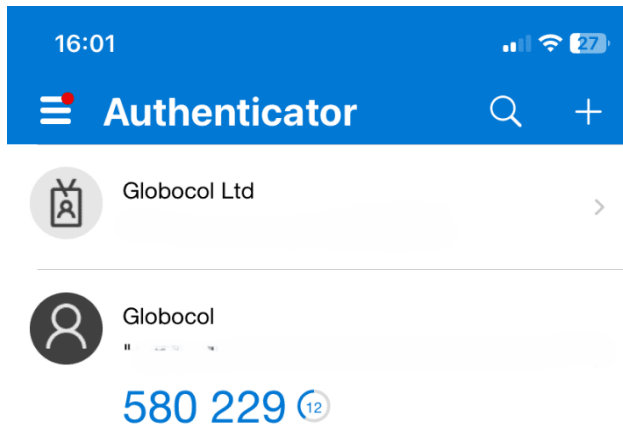


- From the Add account screen, select '**Work or school account**'
- A pop-up window will appear
- Select **Scan QR Code**

GLOBOCOL APPLICATION SECURITY - MULTI FACTOR AUTHENTICATION (MFA)



- Scan the QR code from **Step 2**, which appears on your desktop screen



- Enter the 6-digit code from the Microsoft Authenticator application into the MFA Token box below

HCL Domino


MFA Setup

Step 2. Configure your application
Enter the following URI on your authentication application, using instructions from your administrator. Or, use the application to scan the QR code. Both contain the same information.

TOTP URI

or

QR code:



Step 3. Validate
Test by entering a token generated by the application. Scratch tokens do not work here.

MFA Token:

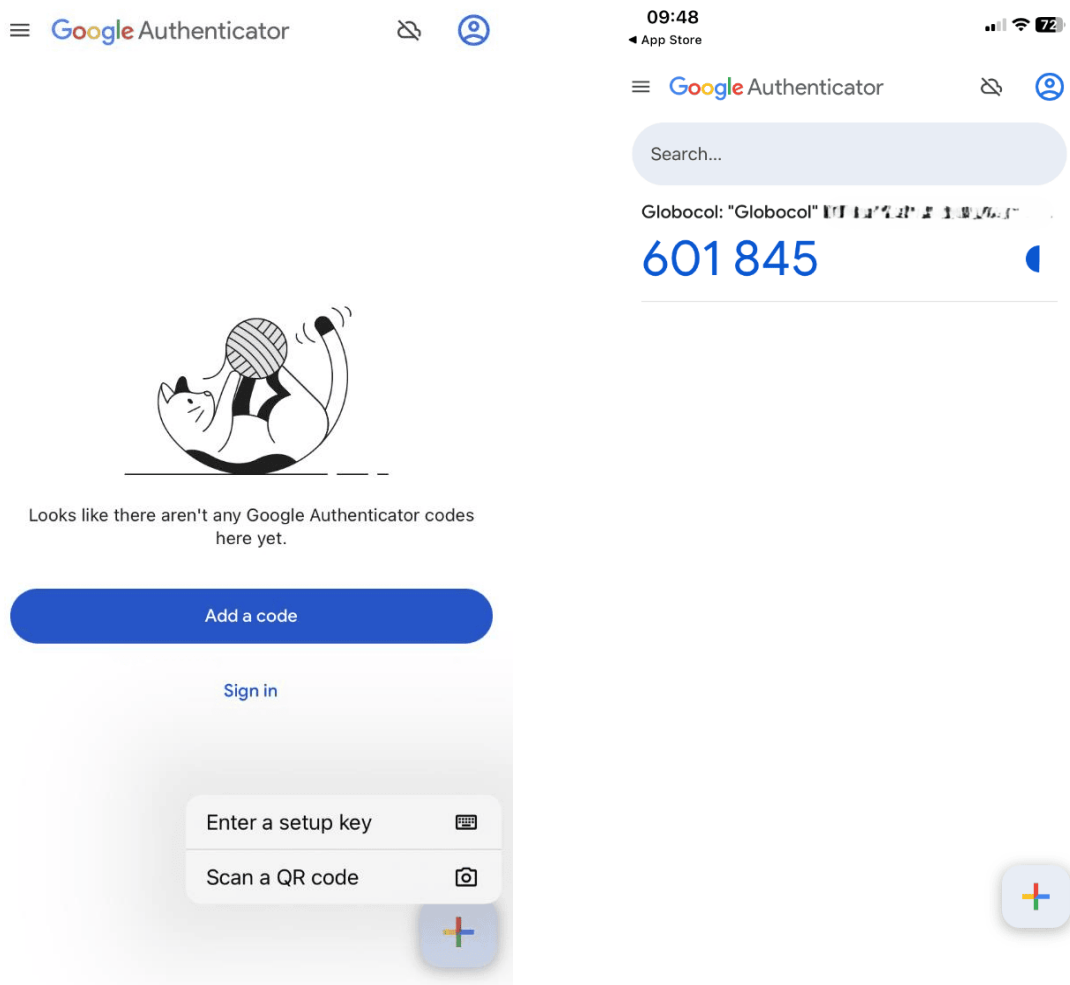
VALIDATE

- If the code is correct, you will be taken to **Step 3.** below

Google Authenticator

Once you have downloaded and opened the google authenticator application,

- Click the '+' icon in the bottom right corner
- Select 'Scan a QR code'
- Scan the QR code from Step 2 which appears on your desktop screen



- Enter the 6-digit code from the Microsoft Authenticator application into the MFA Token box below


HCL Domino

MFA Setup

Step 2. Configure your application
Enter the following URI on your authentication application, using instructions from your administrator. Or, use the application to scan the QR code. Both contain the same information.

TOTP URI:

or

QR code: 

Step 3. Validate
Test by entering a token generated by the application. Scratch tokens do not work here.

MFA Token:

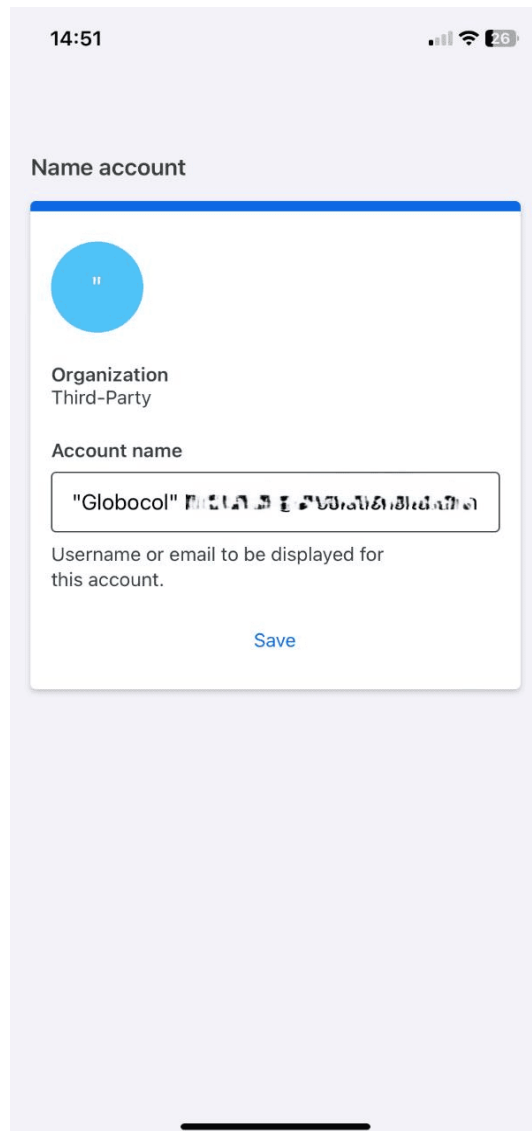
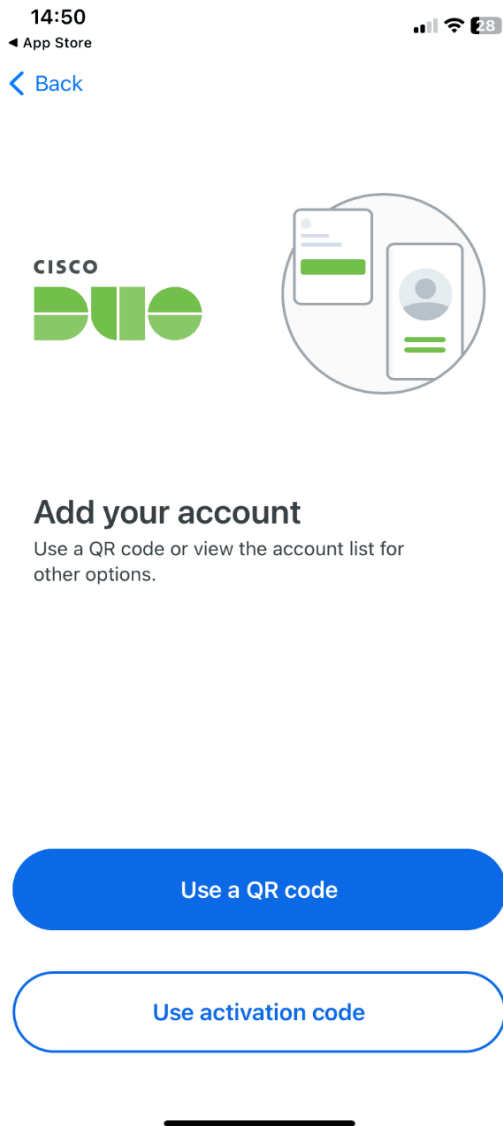
VALIDATE

- If the code is correct, you will be taken to **Step 3.** below

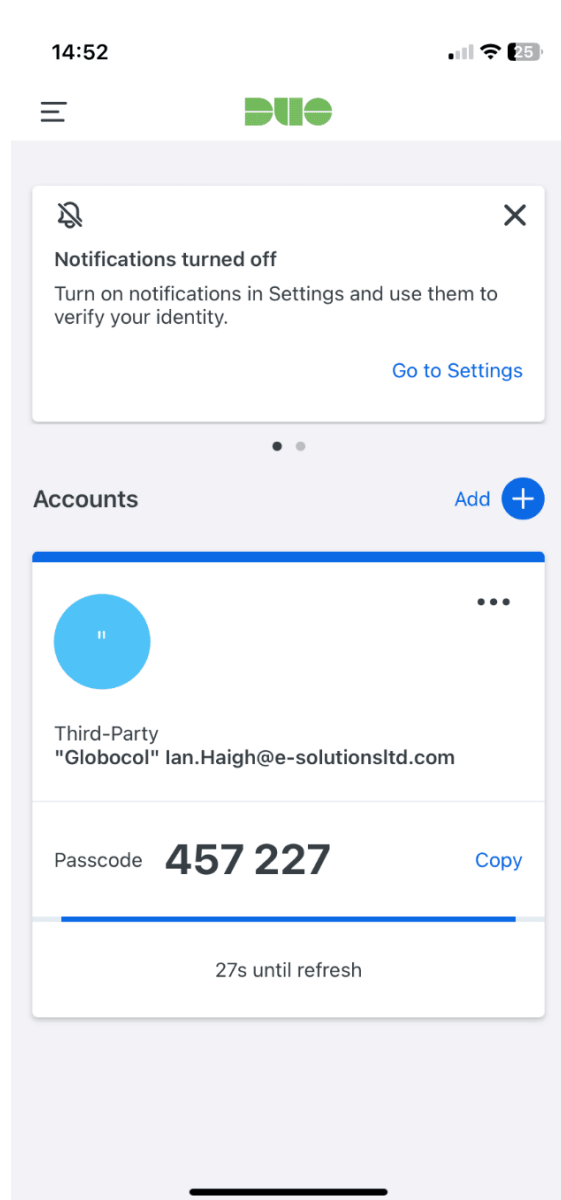
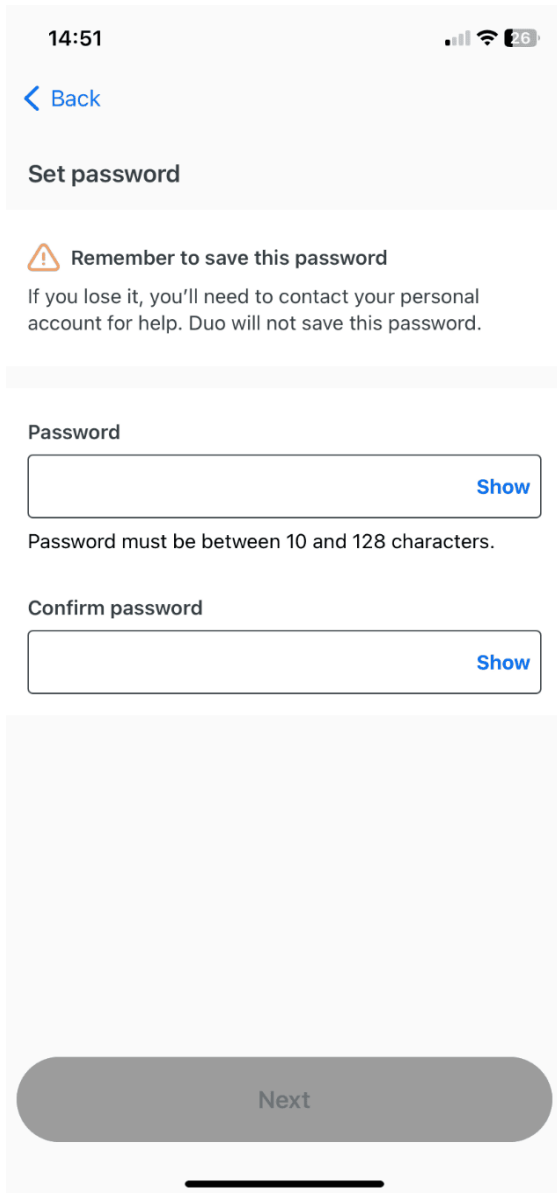
DUO Mobile

Once you have downloaded and opened the DUO Mobile Authenticator App,

- Click the 'Use a QR code' icon in the bottom right corner
- Scan the QR code from **Step 2**, which appears on your desktop screen
- Give your account a name and password



GLOBOCOL APPLICATION SECURITY - MULTI FACTOR AUTHENTICATION (MFA)



- Enter the 6-digit code from the DUO Mobile Authenticator App into the MFA Token box below


HCL Domino

MFA Setup

Step 2. Configure your application
Enter the following URI on your authentication application, using instructions from your administrator. Or, use the application to scan the QR code. Both contain the same information.

TOTP URI:

or

QR code: 

Step 3. Validate
Test by entering a token generated by the application. Scratch tokens do not work here.

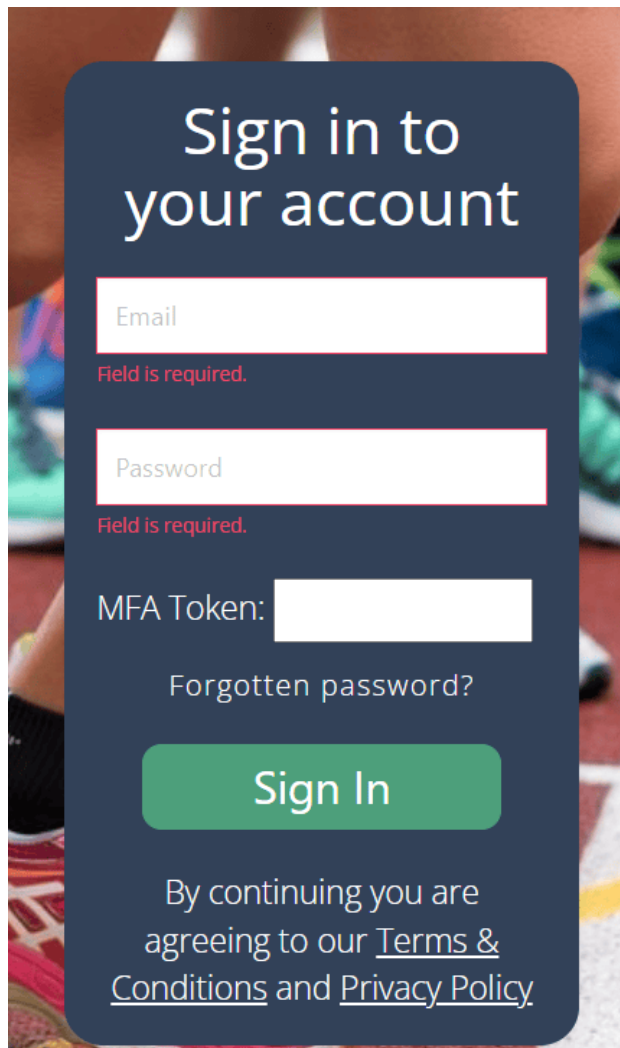
MFA Token:

If the code is correct, you will be taken to **Step 3.** below

Step 3. Sign in to your account

You will now have been returned to the **Sign In** screen.

- Authenticate with your username and password and the current code on your chosen Authentication App
- Enter email, password and MFA Token shown in your application
- Click **Sign In**

A screenshot of a mobile application's sign-in screen. The screen has a dark blue background with white text. At the top, it says "Sign in to your account". Below this are three input fields: "Email", "Password", and "MFA Token:". Each of the first two fields has a red border and the text "Field is required." below it. Below the MFA Token field is a link for "Forgotten password?". At the bottom is a green "Sign In" button. Below the button, it says "By continuing you are agreeing to our [Terms & Conditions](#) and [Privacy Policy](#)." The background of the screenshot shows a person's legs in colorful athletic wear.

Sign in to
your account

Email
Field is required.

Password
Field is required.

MFA Token:

[Forgotten password?](#)

Sign In

By continuing you are agreeing to our [Terms & Conditions](#) and [Privacy Policy](#).

- If you experience any difficulties send an email to helpdesk@globocol.com