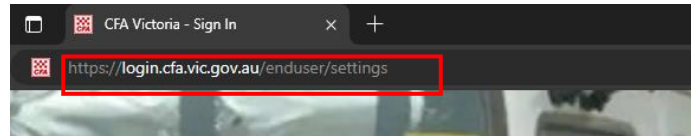


## How to Setup Phone SMS for MFA before enforcement

The following guide provides step by step instructions on how to register and set up your Phone SMS for Multifactor Authentication (MFA) prior to CFA enforcing the use of MFA.

1. On a PC or another device, (e.g., another phone), open a web browser (Safari, MS Edge, Chrome) and go to **login.cfa.vic.gov.au/enduser/settings**.



2. Enter your **CFA Email address** in the following format;
  - <your\_volunteer\_number>@cfa.vic.gov.au>, or
  - <your\_CFA\_email\_address>@members.cfa.vic.gov.au>, click **Next**. Enter your CFA Password, then click **Verify**.

3. In the **Security Methods** section of the Accounts page, click on **Setup** next to Phone and enter your **Password** again to verify.

4. On the **Set up your Multifactor Authentication (MFA)** page, Click **Setup** next to Phone to begin the setup process for SMS. Enter your phone number, click **Receive a Code via SMS**.

Okta Verify  
Okta Verify is an authenticator app, installed on your phone or computer, used to prove your identity  
Used for access  
[Set up](#)

Phone  
Verify with a code sent to your phone  
Used for access  
[Set up](#)

Set up phone authentication  
@ TestMFA02@cfa.vic.gov.au

Enter your phone number to receive a verification code via SMS.

Country/region  
Australia

Phone number  
+61 -

[Receive a code via SMS](#)

5. On your phone, find your CFA verification code via SMS from **CFAVic**, enter it into the web browser, and click **Verify**

Verify with your phone  
@ TestMFA02@cfa.vic.gov.au

A code was sent to +61 XXX XXX 130. Enter the code below to verify.  
Carrier messaging charges may apply

Enter Code  
|

[Verify](#)

Your CFA verification code is 224780 8:4

You will see that **Phone** is now listed under **Security Methods** in your profile, confirming it has been successfully registered. You'll now be prompted to use MFA during future logins.

✓ Security Methods

Security methods help your account security when signing in to Okta and other applications.

Okta Verify [Set up](#)

Google Authenticator [Set up](#)

Phone [Set up another](#)  
+61 XXX XXX 130 [Remove](#)