

# Student MFA (Multi-Factor Authentication)

## Introduction

Starting on October 3, students must enroll in MFA (Multi-Factor Authentication) through our SSO (Single Sign-On) provider, Forge Rock.

Using MFA will enhance the security of Montclair State University's systems and ensure that only properly authorized users are allowed access. **This added security also helps protect your own personal and confidential information.**

This guide will walk you through the necessary steps to set up and use MFA on your desktop/laptop.

### Before You Begin:

- These instructions are designed to be completed while you are at your desktop/laptop with your mobile device.
- You will need the **Google Authenticator app** installed on your mobile device. This can be downloaded from Google Play or the iPhone App Store. For more info see page 3.
- You will also need to have your mobile device handy to scan a QR Code using the Google Authenticator App as described in **Step 3**.



## Before You Begin

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## To Set Up MFA

1. From your desktop/laptop, log in to Google Suite, NEST, Canvas, or any other application that is SSO enabled.
2. Enter your NetID/Username, Password and click on the **LOG IN** button.

The screenshot shows a login interface with two input fields: "User Name" and "Password". Below these fields is a prominent red button labeled "LOG IN". Underneath the button is a link that reads "Forgot Username or Password?". At the bottom of the form, there is contact information: "Questions or Concerns please email: netidmanagement@mail.montclair.edu or contact the IT Service Desk at: 973-655-7971".

3. You should see the following screen. Use the Google Authenticator app on your mobile device to scan the QR code. Once you have scanned the code, click on the **NEXT** button.

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Going forward, every time you log in to an application that is SSO and MFA you will be prompted to enter a code retrieved from the Google Authenticator app on your mobile device.

For your reference, here is a list of [SSO enabled applications](#). This list is constantly updated to reflect new applications acquired by the University or applications that are already in use and are SSO enabled.

### Need Help?

For assistance, please contact the IT service desk [itservicedesk@montclair.edu](mailto:itservicedesk@montclair.edu) and 973-655-7971 option 1.

- Once you have clicked on the Next button, retrieve the 6-digit code from the Google Authenticator app on your mobile device. Enter the 6-digit code (**without any spaces!**) and click the **SUBMIT** button.

A screenshot of a web form. At the top, there is a text input field with the placeholder text "Enter verification code". Below the input field is a red button with white text that says "SUBMIT". Underneath the button, there is a link that says "Forgot Username or Password?". At the bottom of the form, there is contact information: "Questions or Concerns please email: [netidmanagement@mail.montclair.edu](mailto:netidmanagement@mail.montclair.edu) or contact the IT Service Desk at: 973-655-7971".

Your mobile device should now be registered.

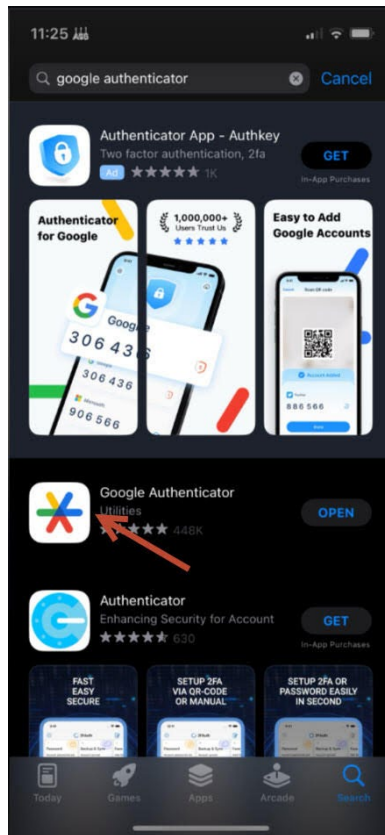
This completes the Student MFA (Multi-Factor Authentication) process.

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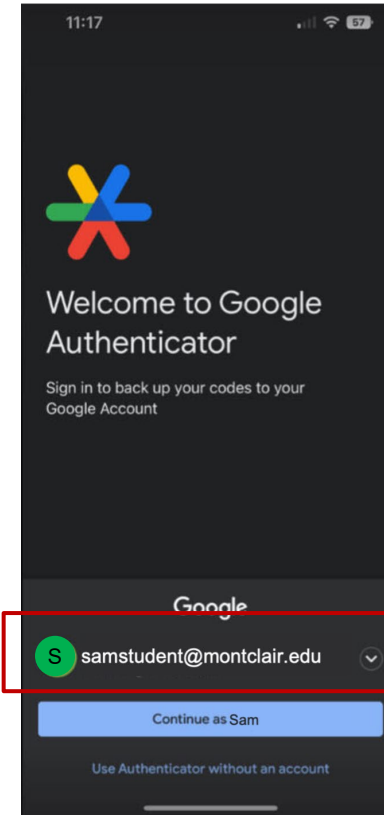
## Download the Google Authenticator

The following screenshots were taken from an iOS device. If you have an Android phone, the steps and visuals may be slightly different.

1. Go to the App Store or Google Play, find the Google Authenticator app, and download it.



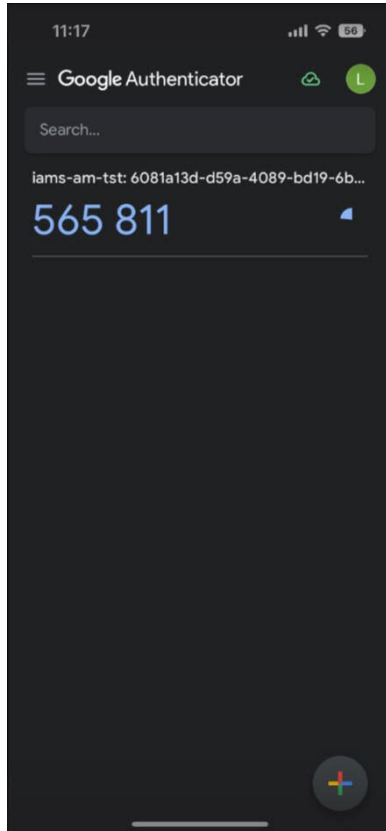
2. Open the app and you should see a welcome screen.



Important! Be sure to select your **Montclair.edu** account before continuing.

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The Google Authenticator app should now be installed on your mobile device.



## Useful links:

[Get verification codes with Google Authenticator \(for iOS\)](#)

[Get verification codes with Google Authenticator \(for Android\)](#)