

## How to login into Salesforce with Multi-factor authentication

### Logging in to Salesforce Using Duo Mobile

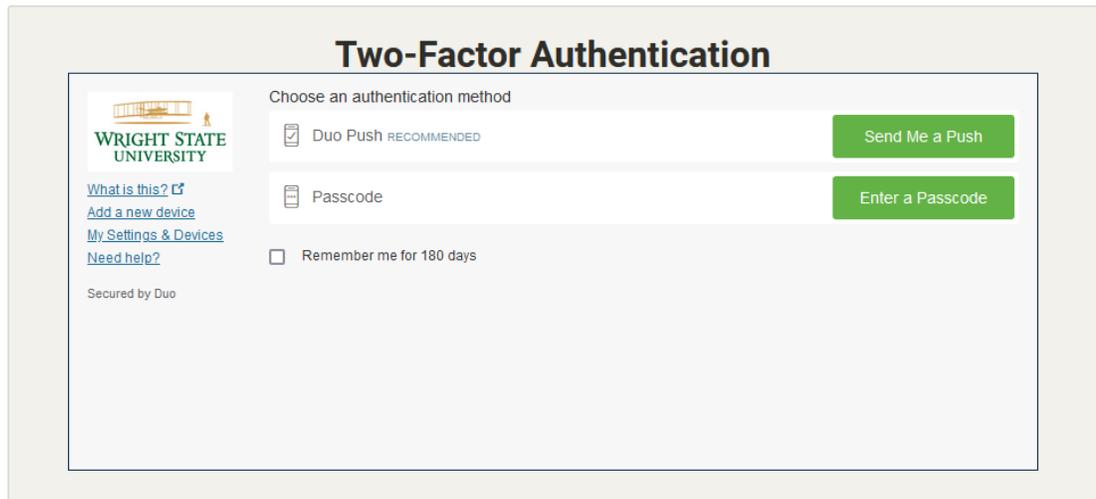
1. Log in to WINGS, and click on the Salesforce link under the 'Services' menu on the righthand side, OR log in to Salesforce at <https://www.wright.edu/salesforce>

The screenshot shows the Wright State University WINGS homepage. The header includes the university name and a search bar. The navigation bar contains the WINGS logo and links for Pilot, WINGS Express, Office 365/Email, Change Password, and Log Out. The main content area is divided into sections: News/Events, FAQ, Feedback, Newsroom, Announcements, For Employees, and My Alerts. The Newsroom section includes articles about winter fun, neuroengineering research, and faculty fellows. The Announcements section features a 'Coming Soon: 2fa Mandatory for Students' notice and a 'Get a FREE COMPREHENSIVE FINANCIAL PLAN' offer. The My Alerts section shows no alerts for the user. The Services menu is visible on the right side of the page.

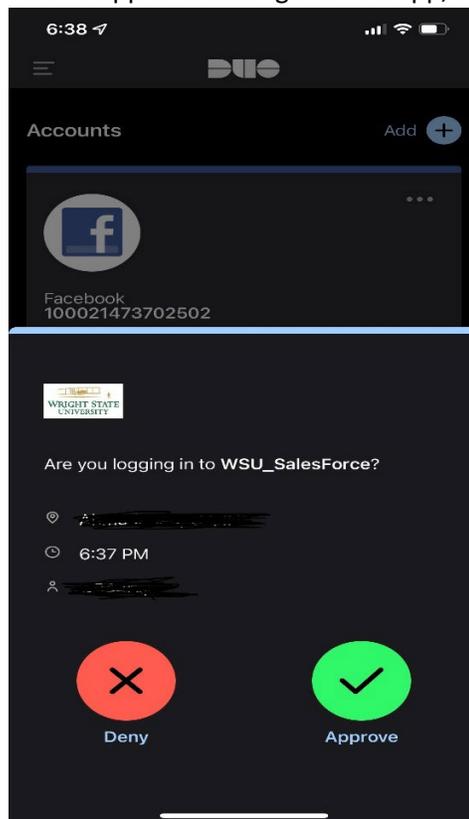
2. Enter your Campus username and password on the Wright State log in screen.

The screenshot shows the Wright State University login screen. The page features a green header with the university name. Below the header is a white box with the title "Sign in to continue". The box contains two input fields: "Campus Username (e.g. w001abc)" and "Password". Below the input fields are two buttons: "Cancel" and "Sign On". At the bottom of the page, there is a link for "Password Management | CaTS Help Desk Wright State Accounts".

3. You will be redirected to the two-factor authentication page below. If you do not yet have the Duo Mobile app installed on your smart phone, you will need to download it from the App Store or Google Play Store.



4. From the above step either you can either select 'Send Me a Push' to receive a push notification on your smart phone and approve it using the Duo app, as shown in the screenshot below.



5. Or you can choose 'Enter a Passcode', and type in the passcode that appears in your DUO Mobile app.



Wright State University  
Wright State University

Passcode **552 202**

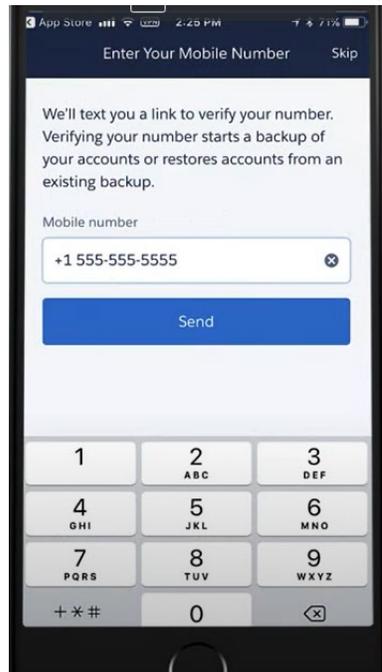
Copy

 Refresh Passcode

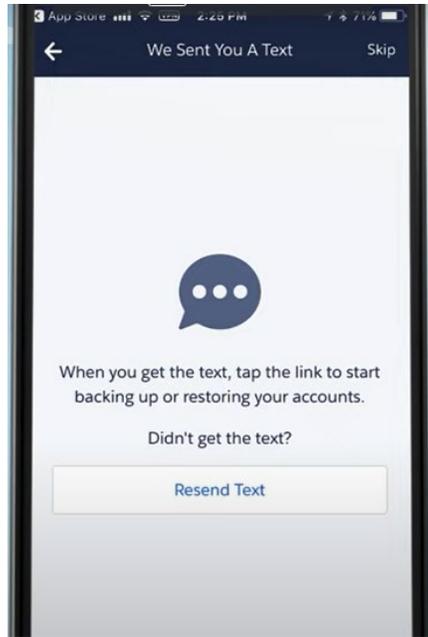
## Logging in to Salesforce Using the Authenticator App

If you are logging in to Salesforce from the login.salesforce.com link, you will be required to download the Salesforce authenticator app in your mobile phone and follow the steps below. You can also view an instructional video here: <https://www.youtube.com/watch?v=nuDiUVPoOIU>

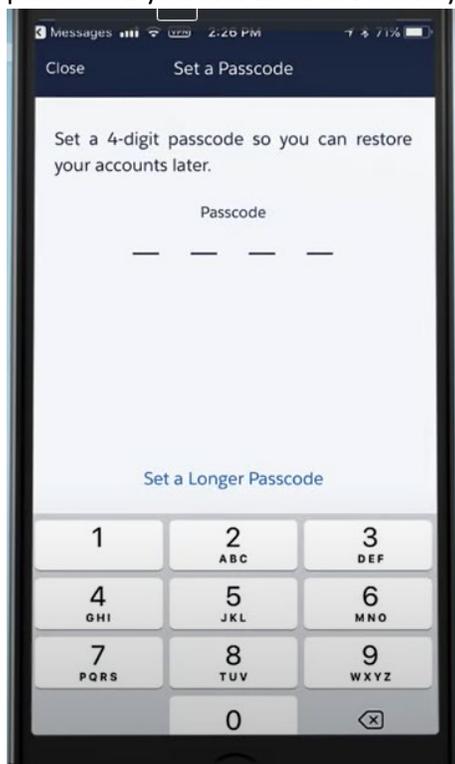
1. Download the Salesforce Authenticator app from the App Store or Google Play store on your smart phone.
2. Enter your mobile number to create a backup of your accounts.



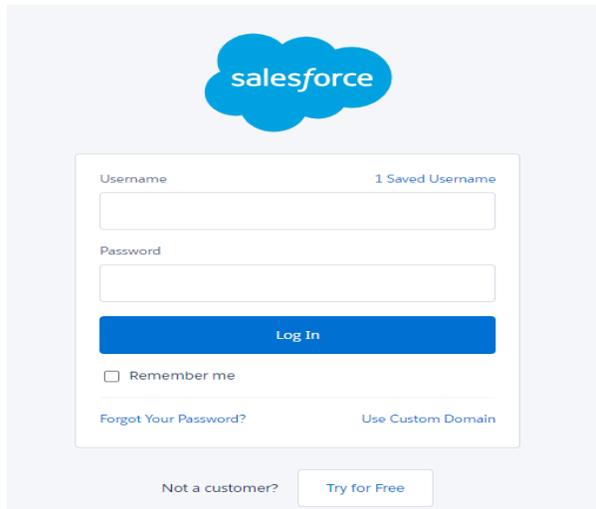
3. Authenticator will send you a link to verify your mobile number



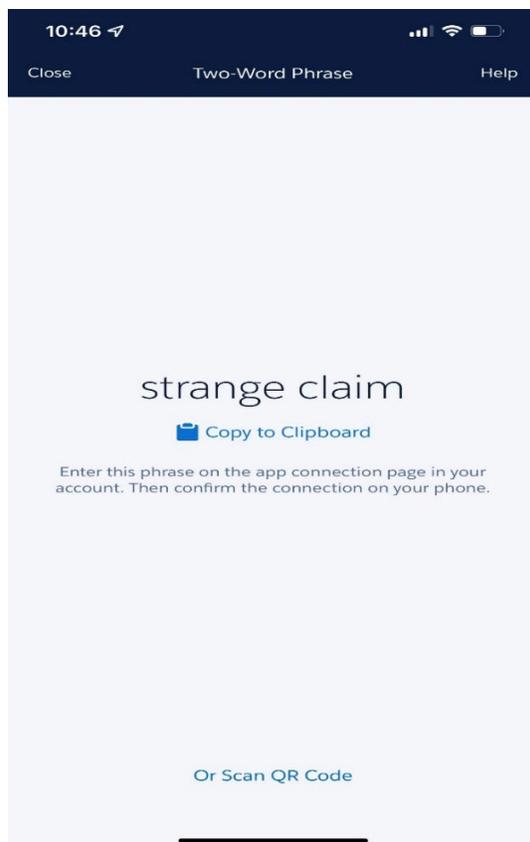
4. Click the link in the message to verify your number. You will then be asked to set up a passcode. You will use this passcode if you ever need to restore your connected accounts.



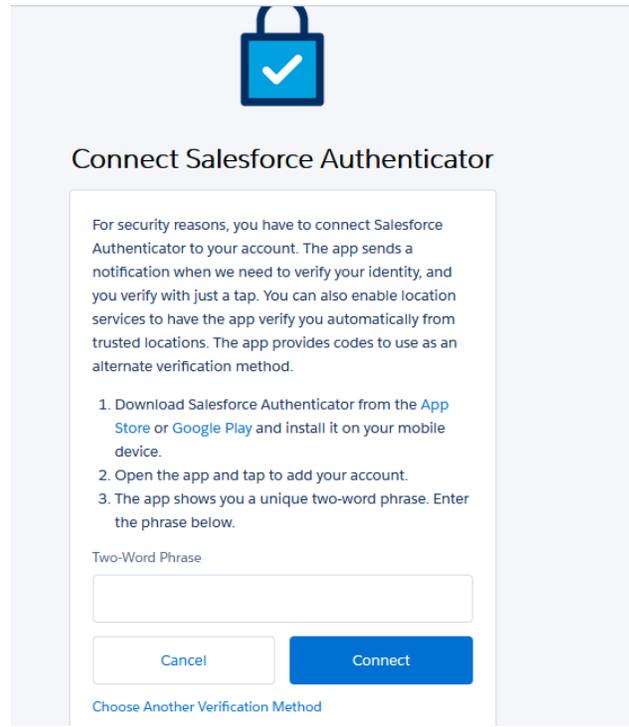
5. On your computer, go to <https://login.salesforce.com/> and enter your salesforce credentials.



6. You will have to add your Salesforce account in your Authenticator app. Open the Authenticator app on your smart phone and click Add Account; it will then prompt you with a two-word phrase as shown in the screenshot below. Tap 'Copy to Clipboard'.



7. On your computer, enter your Salesforce credentials. On your smart phone, you will be redirected to the screen below. Paste the copied phrase from your Authenticator app and click 'Connect'.





### Connect Salesforce Authenticator

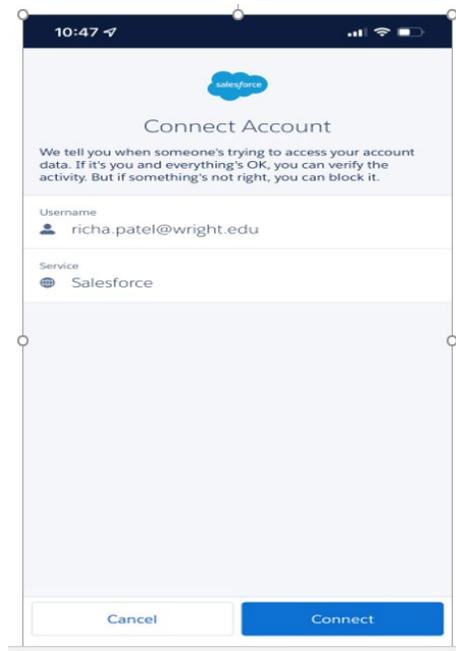
For security reasons, you have to connect Salesforce Authenticator to your account. The app sends a notification when we need to verify your identity, and you verify with just a tap. You can also enable location services to have the app verify you automatically from trusted locations. The app provides codes to use as an alternate verification method.

1. Download Salesforce Authenticator from the [App Store](#) or [Google Play](#) and install it on your mobile device.
2. Open the app and tap to add your account.
3. The app shows you a unique two-word phrase. Enter the phrase below.

Two-Word Phrase

[Choose Another Verification Method](#)

8. You have now successfully added your Salesforce account to the Authenticator app, and you will be logged in to Salesforce.



10:47



### Connect Account

We tell you when someone's trying to access your account data. If it's you and everything's OK, you can verify the activity. But if something's not right, you can block it.

Username  
richa.patel@wright.edu

Service  
Salesforce