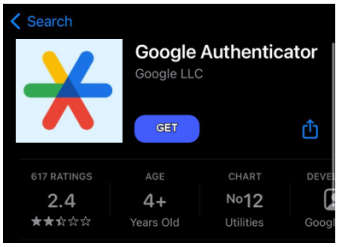
Setting up a Mobile Authenticator App for Two Factor Authentication

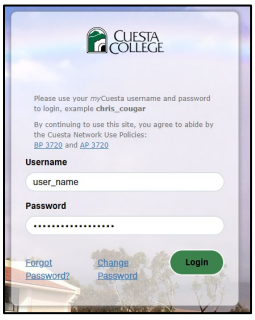
Below are steps for downloading Google Authenticator to set up your Cuesta account with a Mobile Authenticator for login, but you may choose to use any mobile authenticator of your choice.

To download and add your Cuesta account using the Google Authenticator:

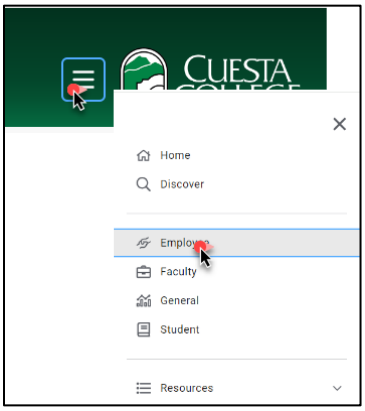
1. Using your cell phone, go to your app store and search for **Google Authenticator**.
2. Select **Get/Install/Download/Open** next to Google Authenticator to add it to your phone.



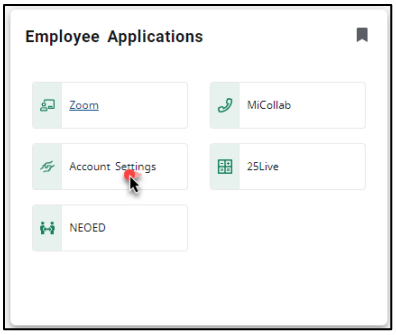
3. While the App is installing, launch and **login to myCuesta**.



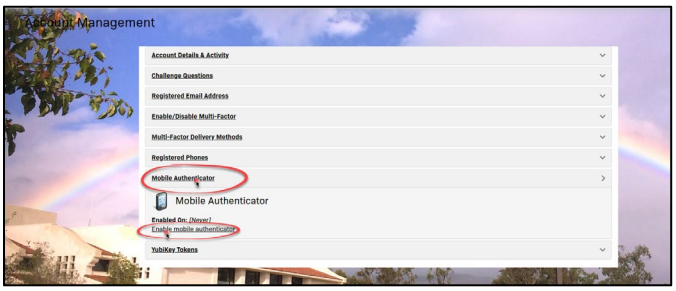
4. Use the top left menu to select the **Employee** view.



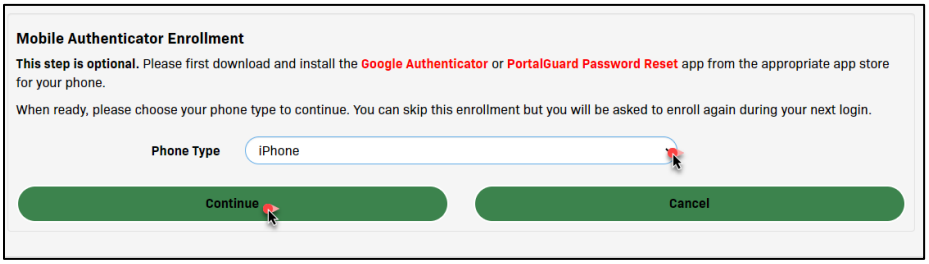
5. Find the **Employee Applications card**, then choose **Account Settings**.



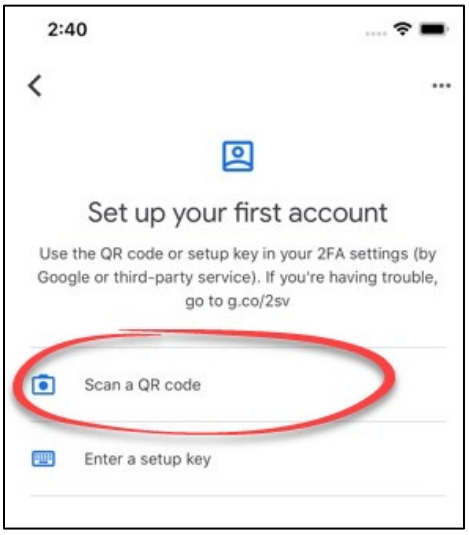
6. From the Account Management Screen, select **Mobile Authenticator**, then select **Enable Mobile Authenticator**.



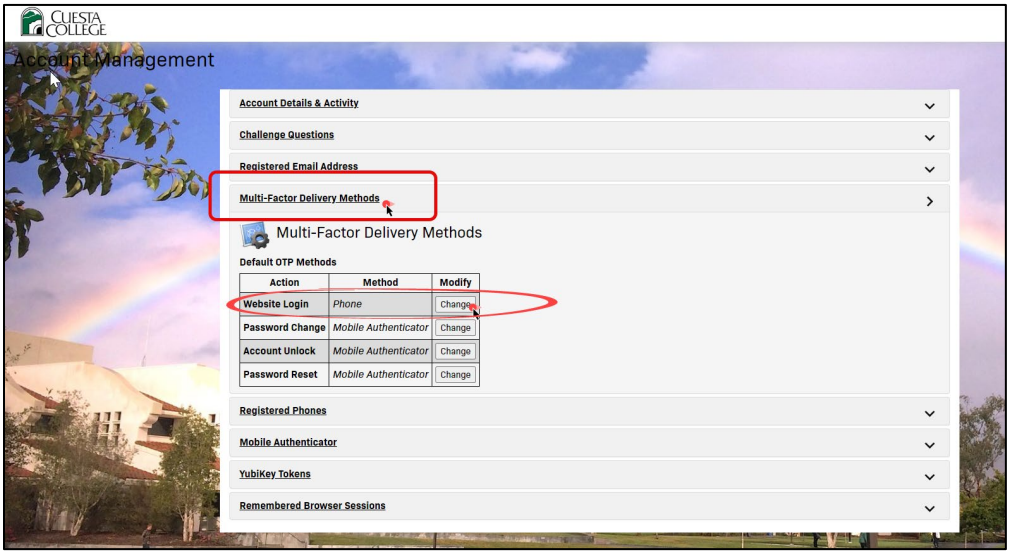
7. Use the dropdown options to select your **Phone Type**, then select **Continue**.



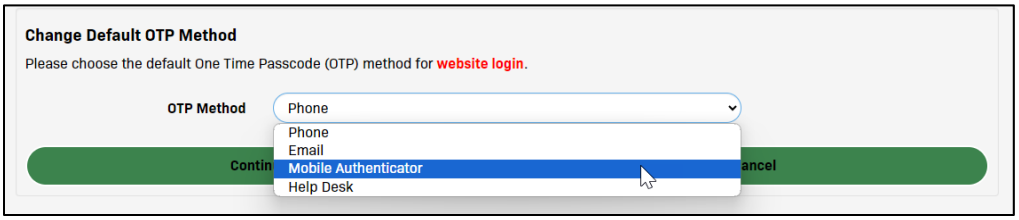
8. The screen will display a QR code. **Use your phone** to open the Google Authenticator app and select **Scan QR code**.



9. Select Multi-factor Delivery Methods, then choose Change next to Website Login.
   Note: We also suggest that you change the delivery method for: Password change, Account Unlock and Password Reset.



10. Use the drop-down menu to select Mobile Authenticator, then select Continue.



11. Your account is now set up to use your mobile authenticator for two factor authentication. When logging in and prompted to enter an OTP, open the app and enter the code that displays.