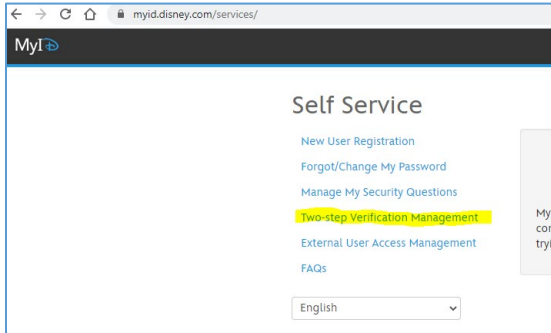


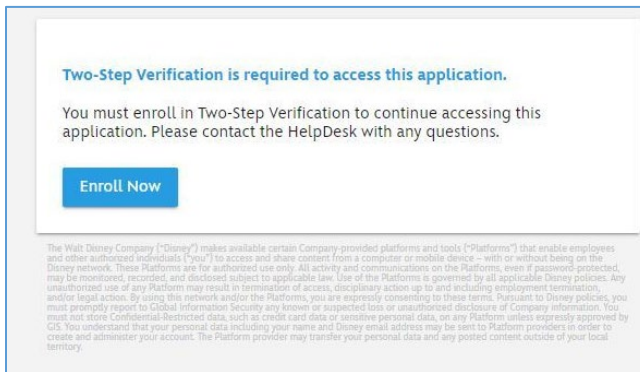
# Two-Step Verification Set-Up

## Walkthrough and Screenshots

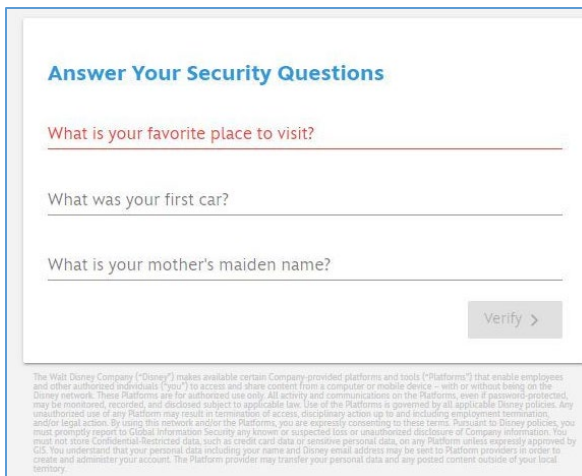
1. You can initiate Two-Step Verification Set-Up in two ways:
  - a. By going to <https://myid.disney.com/services> and selecting “Two-step Verification Management”



- b. By trying to access a Disney Application that requires Two-Step Verification



2. Either option requires you to answer the Security Questions that you set up during your MyID account registration



## Two-Step Verification Set-Up

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3. You will be presented with information about MyID Two-Step Verification when you initiate set-up. To continue, click “Get Started”

MyID Two-Step Verification


Protect Our Company with Two-Step [Get Started](#)

Easy, one-time setup takes only minutes.

[About Two-Step](#) [How to Enroll](#)

 **What is Two-Step Verification?**  
A quick and simple one-time enrollment that provides a faster, secure user experience when working outside the Disney network.

**Why Two-Step Verification?**  
This extra layer of security significantly reduces the risk of anyone else using your account to access the Disney network, even if they manage to get your password.




**How Does it Work?**  
Two Steps  
1. Sign in to a Company site with your password, and a verification code will be sent to your registered device.  
2. Enter the code to verify your identity.

[Get Started](#)

4. You have the option to either enroll in OKTA (a secure mobile application) or register for Multi-Factor Authentication (MFA) using text messaging

MyID Two-Step Verification

 **Get Your Mobile Phone!**  
Enroll using Okta Verify authentication app [I'm Ready](#)

[Or Register your phone to receive verification codes via text message](#)  
The app is recommended if you frequently work outside the Disney network

© Disney

## Two-Step Verification Set-Up

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a. **OKTA:**

- i. If you selected the OKTA option, you will see instructions on how to install and activate the application onto your mobile device

The screenshot shows the 'MyI Two-Step Verification Enrollment' page. The title is 'Configure Okta Verify on Your Device.' Below this, it states: 'TWDC has partnered with Okta, an industry leader in identity & access management, to provide Disney's Two-Step Verification service.' The first step is '1. Get the App', which includes instructions to 'Download and install the Okta Verify app for your device. Then return to this page to complete your enrollment.' There are three buttons for downloading the app: 'Get it on iTunes', 'GET IT ON Google play', and 'Available on the Windows Store'. The second step is '2. Activate the App', which includes instructions to 'Using the App, scan the QR code on this page.' A large QR code is displayed on the right. At the bottom right of the QR code area, there is a link that says 'Can't scan QR code?'.

b. **PUSH NOTIFICATION:**

- i. If you selected text messaging, you must enter your mobile number and click "Send Code"

The screenshot shows the 'MyI Two-Step Verification Enrollment' page. The title is 'Configure Your Device'. Below this, it says 'Receive verification code via text message'. There is a dropdown menu for the country code (USA) and a text input field containing '+1 201-555-5555'. To the right of the input field is a blue button labeled 'Send Code'. Below the input field, it says '(Standard text messaging rates may apply.)'. At the bottom of the page, there is a link that says 'Need Help?'.

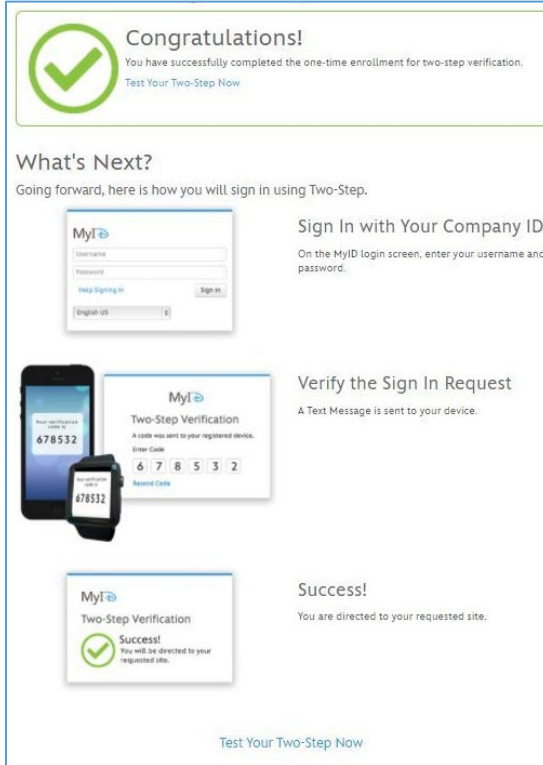
- ii. You will be sent a verification code via the mobile number and the code must be entered on the site to verify your identity

The screenshot shows the 'MyI Two-Step Verification Enrollment' page. The title is 'Configure Your Device'. Below this, it says 'Verification code'. There is a text input field labeled 'Enter Code' and a blue button labeled 'Verify'. Below the input field, it says 'Enter 6 digit verification code sent to the phone number you provided'. At the bottom of the page, there are two links: 'Need Help?' and 'Back'.

## Two-Step Verification Set-Up

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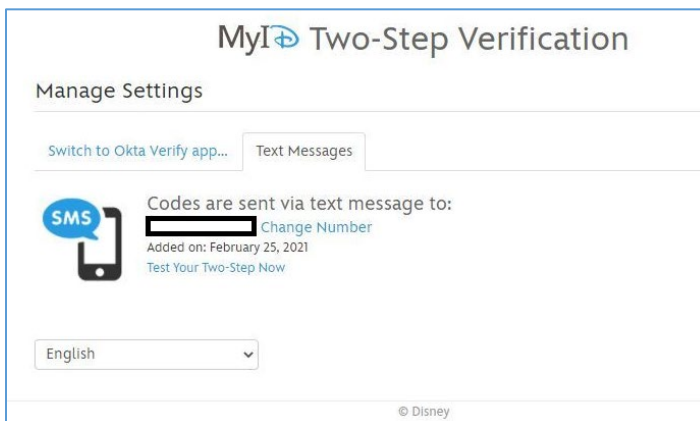
### 5. Once verified, you are now registered for Two-Step Verification



The screenshot shows a multi-step process for setting up two-step verification. It begins with a 'Congratulations!' message indicating successful enrollment. The 'What's Next?' section guides the user through three steps: 1) 'Sign In with Your Company ID' showing a login form with fields for Username, Password, and a language dropdown. 2) 'Verify the Sign In Request' showing a mobile phone receiving a text message with a code (678532) and a corresponding verification screen with 'Enter Code' and 'Reset Code' fields. 3) 'Success!' showing a confirmation screen with a green checkmark and the message 'You will be directed to your requested site.' A 'Test Your Two-Step Now' link is visible at the bottom.

### Additional Notes:

1. You can switch between **Push Notification** or the **OKTA** application by going back to <https://myid.disney.com/services> and selecting "Two-step Verification Management"
  - a. After signing in, you have the option to switch

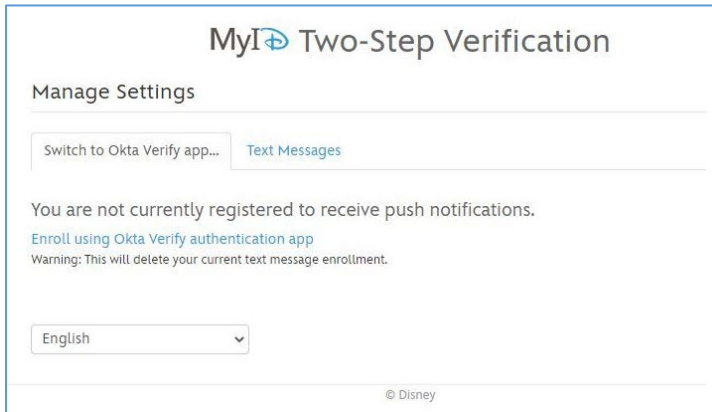


The screenshot displays the 'MyID Two-Step Verification Manage Settings' page. At the top, there are two tabs: 'Switch to Okta Verify app...' and 'Text Messages'. The 'Text Messages' tab is active. Below the tabs, a message states 'Codes are sent via text message to:' followed by a redacted phone number and a 'Change Number' link. It also indicates 'Added on: February 25, 2021' and includes a 'Test Your Two-Step Now' link. At the bottom, there is a language dropdown menu set to 'English' and a copyright notice '© Disney'.

## Two-Step Verification Set-Up

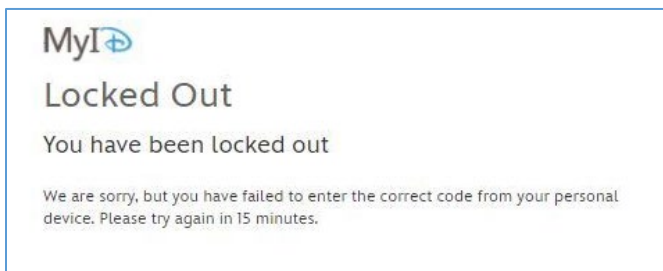
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- b. You can ONLY pick one option (you cannot be enrolled in both)



The screenshot shows the 'MyID Two-Step Verification' settings page. At the top, it says 'Manage Settings'. Below that, there are two options: 'Switch to Okta Verify app...' and 'Text Messages'. The 'Text Messages' option is currently selected. Below the options, there is a message: 'You are not currently registered to receive push notifications.' followed by a link 'Enroll using Okta Verify authentication app' and a warning: 'Warning: This will delete your current text message enrollment.' At the bottom, there is a language dropdown menu set to 'English' and a copyright notice '© Disney'.

2. If you are ever locked out of your account, you can attempt to sign in again after 15 minutes



The screenshot shows a 'MyID Locked Out' message. It says 'You have been locked out' and 'We are sorry, but you have failed to enter the correct code from your personal device. Please try again in 15 minutes.'