

**\*\* IMPORTANT: PLEASE COMPLETE THIS STEP FIRST \*\***

## You will need:

- A laptop or desktop computer
- A mobile device

## Install the Okta Verify App on Your Mobile Device

### 1. Android Devices:

- On your mobile device, find the icon for the **Google Play Store** .
- Once you have tapped into the store, tap “Search” and type in **Okta Verify**.
- Locate and click “Install” next to **Okta Verify**.
- Once you have installed the Okta Verify app on your device, you will move on to the set-up instructions. You will need your desktop or laptop to continue.

### 2. iOS (Apple) Devices:

- On your mobile device, find the icon for the **App Store** .
- Once you have tapped into the store, tap “Search” and type in **Okta Verify**.
- Locate and click “Get” next to Okta Verify to install.
- Once you have installed the Okta Verify app on your device, you will move on to the set-up instructions. You will need your desktop or laptop to continue.

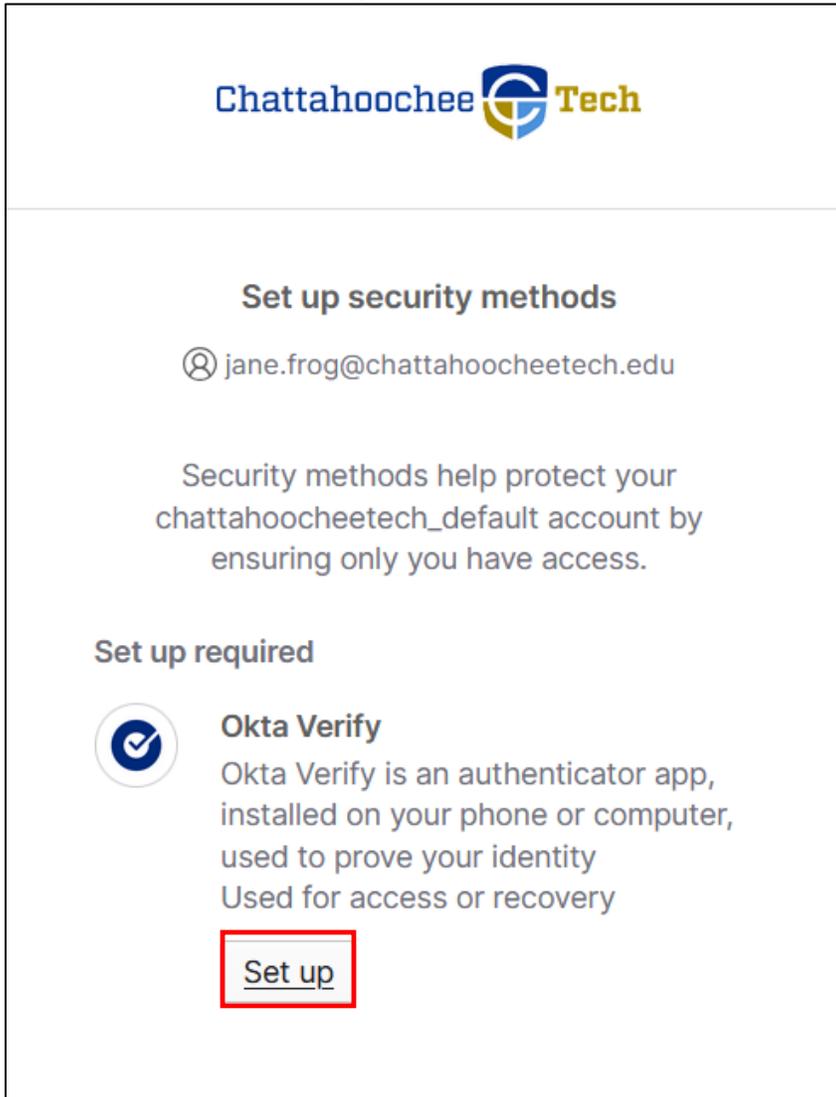


*1 The Okta Verify app as it appears in the App and Play Stores.*

Please note: The images in this document use a generic staff account created for training purposes. Student accounts will show as username@students.chattahoocheetech.edu when logged in.

## Set up Okta Verify on Your Mobile Device

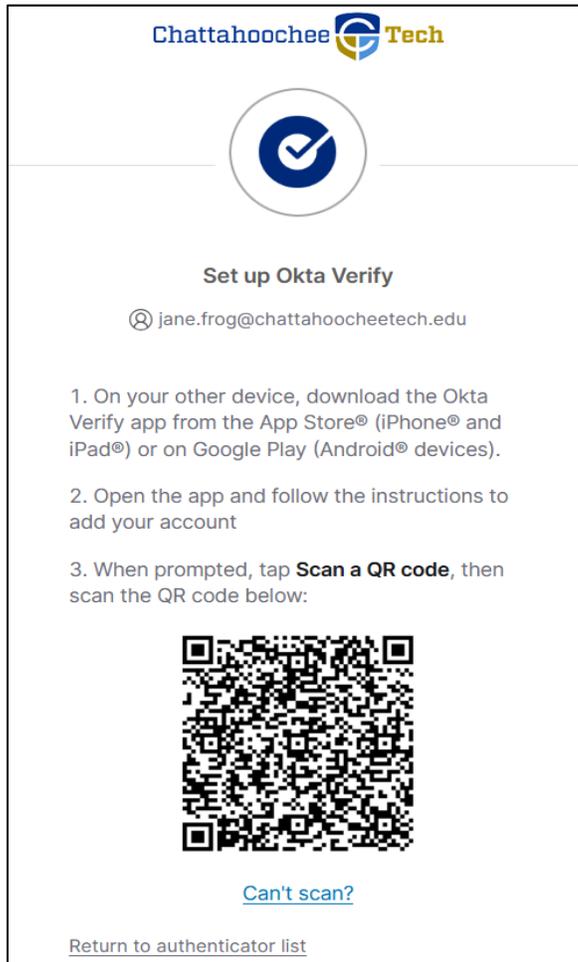
1. Log into Okta on your **computer browser** (<https://chattahoocheetech.okta.com/>).
2. Once logged in, the “Set up security methods” window will be displayed. Click “Set up” under Okta Verify.



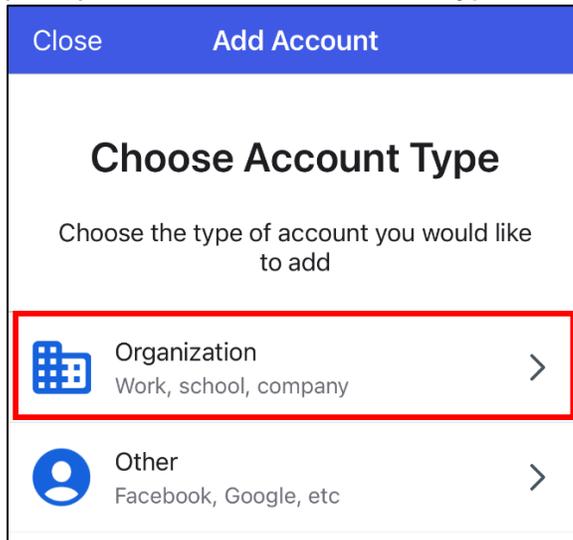
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## Okta Verify Mobile Device Setup Instructions

3. Once you click “Set up”, you will be presented with a QR code.



4. **On your mobile device**, open the Okta Verify app. Choose “Add account”. When prompted to “Choose Account Type”, click “Organization.”



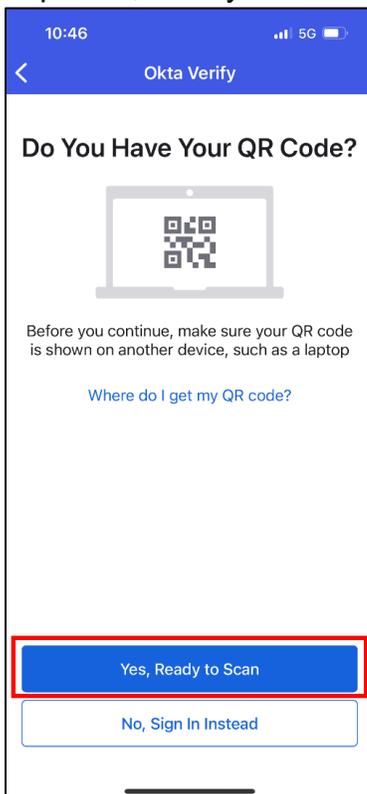
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## Okta Verify Mobile Device Setup Instructions

5. Tap “Skip” if prompted to add an account from another device.



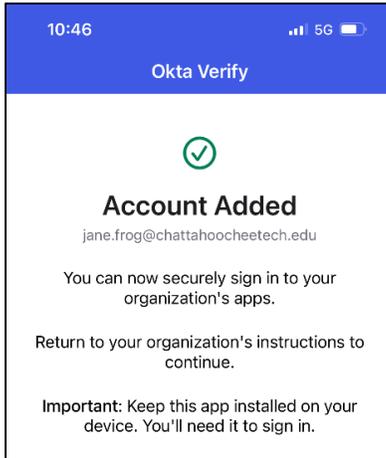
6. Tap “Yes, Ready to Scan” button to access the Okta QR code scanner.



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## Okta Verify Mobile Device Setup Instructions

7. If prompted to “Enable Face ID/Passcode” or “Enable screen lock”, this is up to your preference. To continue without enabling, tap “Not now.”
8. You should now see the “Account Added” message on your phone. Tap “Done”. Your computer will return you to your Okta page.



9. If you need assistance, please visit <https://www.chattahoocheetech.edu/helpdesk/> to submit a Student Help Desk Request Form.

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