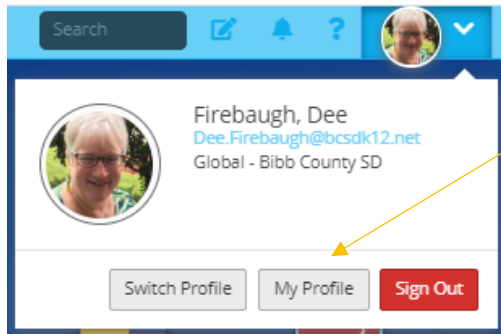


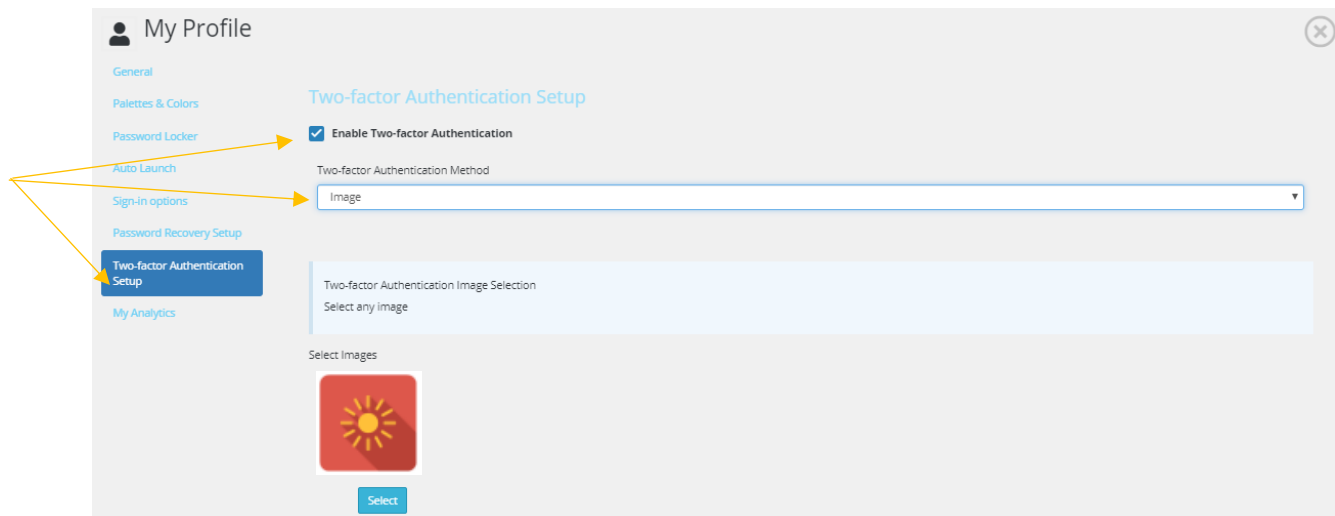
# Two-Factor Authentication User Setup

**NOTE: Only the user can set up personal preferences in ClassLink.**

1. Sign in to ClassLink and open **My Profile** at the top-right corner of the page.



2. Select **Two-Factor Authentication Setup** on the left.
3. Check the box to **Enable Two-Factor Authentication**.
4. **Choose one method** (Phone, Image, Mobile Authenticator App) from the drop menu, and follow the prompts to complete.



**Phone:** If you choose a phone, you will be texted a code that they will have to enter in order to login.

**Image:** If you choose an image, you will have to pick that image each time you sign in.

**Mobile Authenticator App:** If you choose the Mobile Authenticator App, you can connect Google, Microsoft, LastPass, or Authy apps. Simply **scan the QR code** given -> **Enter the code** generated by the app. You will be prompted to enter the code given by the **Authenticator App** each time you sign in.

**If you forget** your Two-Factor preferences, **you will not be able to login to ClassLink**. If this happens to you, please open a BossDesk ticket requesting a ClassLink Two-Factor Preferences **reset**.