

Dear Exclusive Access User,

We, at Exclusive Networks, are committed to protecting your data and that is why we implemented an MFA (Multi-Factor-Authentication) on June 13, 2023.

### What do I need to do?

1) Firstly, you will need a multifactor authenticator app. You are free to choose which app you would like to use on your mobile device, ex: Microsoft Authenticator, Okta, Google Authenticator, Twilio Authy.

If you do not have a mobile device available to you, it is possible to use the browser add-on/widget "Authenticator (more information below).

# Instructions for Mobile Devices (Mobile Phone, Tablet)

2) After you have installed an authenticator app on your mobile device, first follow the app instructions to set up the app and/or to add a new account.

- 3) Click on the "+" to add a new account.
- 4) Choose the option "Scan QR Code".
- 5) Log onto the Exclusive Access customer portal.



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https://www.exclusive-networks.com/ch-fr/

https://de.access.exclusive-networks.com/





6) Scan the QR-Code that appears on your profile. Choose the option that says, "Nettailer".

7) Enter in the 6-digit number into the "Code" field.

8) Click on "Log in".

A Home / Customer Portal

Two factor authentication provides unambiguous identification of users by means of the combination of two different components. In our case the authentication consists of username and password (something that the user knows) and a time based generated token (something that is inseparable from the user). This means that username and password by themselves cannot be used to login if the login credentials should fall in the wrong

In order to use this 2 factor authentication, a client is needed. Recommended mobile client apps are Google Authenticator or Authy.

To enable the functionality, scan the QR code with a client app. Then enter the generated code in the box below. When clicking 'Login' you will be logged in and two-factor authentication will be enabled for future logins

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# Instruction for the Browser Add-On/Widget "Authenticator"

2) *Chrome*: Open the Chrome Web Store.

*Firefox & Edge*: Look for "Extensions" in the settings or find the puzzle symbol in the top right corner of the browser.



3) Click on "Extensions" and search for "Authenticator". Then click on "Add" or click on the activation toggle for Microsoft Edge.

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4) Please accept the addition of extension.



5) Chrome Users should pin this extension to their browser.



6) Scan QR-Code: Click on the Authenticator icon in your browser and the click on the "minus" icon.



7) Use your mouse to scan the QR Code on the login page.



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8) Type in the 6-digit code in the field below the QR Code.

9) Click on "Log in".

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Scannable Qit code					
Code					
Log in					

Should you have any issues in activating your MFA, please contact us at <u>DACH.exclusiveaccess@exclusive-networks.com</u>.

Sincerely,

Your Exclusive Access Team

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