Two Factor Authentication (2FA)

What is Two Factor Authentication?

Two factor authentication (2FA) provides a way of double-checking that the person logging on to your online account is really you.

How does Two Factor Authentication work?

In addition to a strong long password, accounts secured with two factor authentication use a second factor to verify the user when logging on. This is something that only you have or have trusted access to, such as an app on a personal device or a phone number which can be used to receive logon text messages or calls.
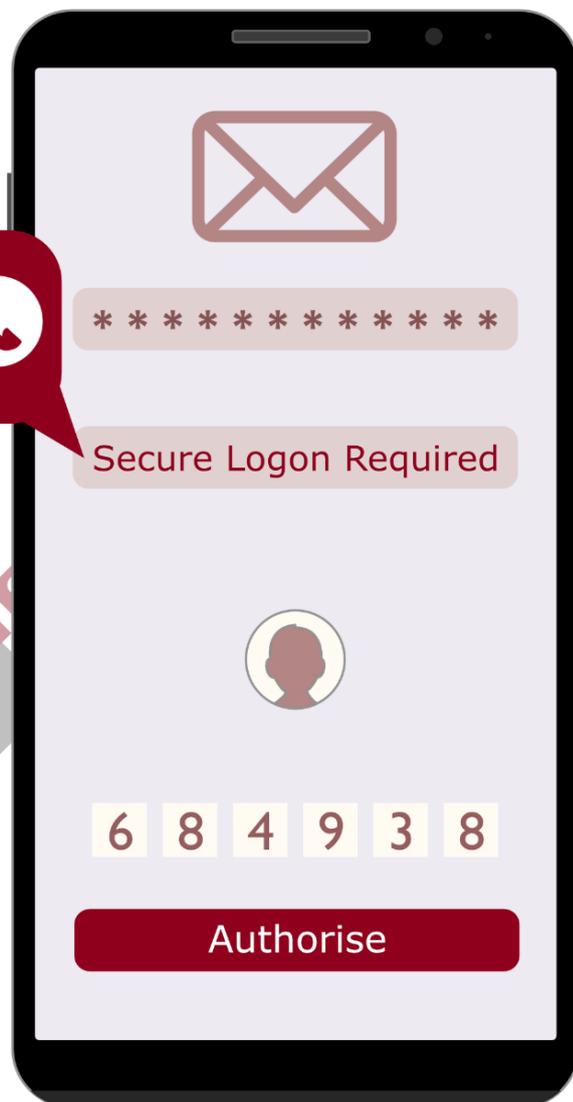
How do I use Two Factor Authentication?

To switch on two factor authentication on each of your accounts you will need to access them using a web browser or dedicated app. This feature may also be called two-step verification (2SV) on some apps/accounts, but essentially works the same. Instructions on enabling two factor authentication (2FA or 2SV) for most popular email, commerce and social media websites can be found on the reverse of this flyer.

What if my online account doesn't support Two Factor Authentication?

We would ideally like to see two factor authentication offered on all online accounts and services which might hold your personal data, have access to your money, or play an important role in your life. Although most do offer it, some large providers like BT, Virgin Media and TalkTalk still don't. If it is not available on an important account like email, you should ensure it is secured with a long strong and separate password.

For more information on two factor authentication, passwords and other simple steps you can take, visit the National Cyber Security Centre Cyber Aware site: ncsc.gov.uk/cyberaware

To enable Gmail 2FA

1. Visit google.com/landing/2step
2. Click 'get started'
3. Click 'get started' again on the next page
4. Sign into your Google account
5. Follow the on-screen instructions

To enable Outlook.com/Hotmail 2FA

1. Visit account.microsoft.com/security
2. Sign into your Microsoft account
3. Select 'more security options'
4. Under Two-step verification, choose 'Set up two-step verification'
5. Follow the on-screen instructions

To enable Yahoo 2FA

1. Log in to your Yahoo Mail account
2. Click the Account Info (user icon)
3. Click 'Account Security'
4. Click the 'Two-Step Verification' button

To enable Amazon 2FA

1. Log in to your Amazon account
2. Select 'Login & security' from the Account Settings menu
3. Click Edit in 'Advanced Security Settings'
4. Click 'Get Started to set-up Two-Step Verification'
5. Follow the on-screen instructions

To enable PayPal 2FA

1. Log in to your PayPal account
2. Choose 'Settings' and 'Security'
3. Click Set Up next to '2-step verification'
4. Follow on-screen instructions

To enable Facebook 2FA

1. Go to your Facebook Settings page in the menu (top right of the page)
2. Click 'Security and login' from the menu
3. Click Edit next to 'Use two-factor authentication'
4. Follow the on-screen instructions

To enable Instagram 2FA

1. Login in to your Instagram account
2. Go to your profile page
3. Click on the settings cog icon
4. Click 'Edit profile'
5. Select 'Privacy and Security'
6. Select 'Edit Two-Factor Authentication Setting'
7. Follow the on-screen instructions

To enable Twitter 2FA

1. Log in to your Twitter account
2. Go to 'Security and Privacy Settings' within the profile/picture menu
3. Select the option to 'send login verification requests to my phone'
4. Follow the on-screen instructions

To enable Snapchat 2FA

1. Open Snapchat on your device
2. Tap the ghost icon at the top of your camera screen
3. Tap the Settings gear icon in the top right hand corner of your Profile screen
4. Tap 'Login Verification' under the 'My Account' section
5. Tap the 'Continue' button
6. Enter the verification code sent to your mobile phone and tap 'Continue'