



# Guide to Two Factor Authentication

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## Two-factor authentication: how-to guide

This guide explains how you can set up two-factor authentication (2FA) on your important online accounts. Doing this makes it harder for criminals to access your online accounts, even if they know your password.

### What is two-factor authentication (2FA)?

Two-factor authentication (often shortened to 2FA) provides a way of 'double checking' that you really are the person you are claiming to be when you're using online services, such as banking, email or social media. It is available on most of the major online services.

When setting up 2FA, the service will ask you to provide a 'second factor', which is something that you (and only you) can access. This could be a code that's sent to you by text message, or that's created by an app.

### Why should I use 2FA?

Passwords can be stolen by cyber criminals, potentially giving them access to your online accounts. However, accounts that have been set up to use 2FA will require an extra check, so even if a criminal knows your password, they won't be able to access your accounts.

We recommend that you set up 2FA on all your accounts, but especially your 'important' accounts; these will typically be the 'high value' accounts that protect things that you really care about, and would cause the most harm to you if the passwords to access these accounts were stolen. You should also use it for your email, as criminals with access to your inbox can use it to reset passwords on your other accounts.

**Please note: Specific instructions for enabling 2FA are subject to change without notice. Please check with each website or app for the most up-to-date information.**

### Outlook/Hotmail

1. Go to the Security basics page and sign in with your Microsoft account:  
<https://account.microsoft.com/security>.
2. Select more security options.
3. Under Two-step verification, choose Set up two-step verification to turn it on.
4. Follow the instructions.

### Gmail

1. Visit <https://www.google.com/landing/2step/>.
2. Click "get started", and then "get started" again on the next page.
3. Sign into your Google account
4. Follow the instructions.

### Yahoo

1. Log in to your Yahoo Mail account and go to your Account Info page. This page can be found under the user icon in the upper right-hand corner.
2. Once you are in your Account info page, click Account Security.
3. If it isn't enabled, click the button to turn on Two-Step Verification.

4. Enter your mobile number if there isn't one associated with your account and click Send SMS or Call Me, depending on your preference.
5. You'll receive a call or text with a code to enter in the verification code field. Once you've entered the code, click Verify.

### **Apple (including iTunes)**

1. Access your My Apple ID at <https://appleid.apple.com>. Select Manage your Apple ID and sign in.
2. Select Password and Security. Answer your security questions and click Continue.
3. Under Two-Step Verification, select Get Started and follow the onscreen instructions.

### **Twitter**

1. Go to your Security and Privacy Settings on Twitter.com (click your profile picture at the top right, next to "Tweet") and select the option to "send login verification requests to my phone."
2. Follow the instructions.

### **Facebook**

1. Go to your Settings page, found in the top right drop down menu at the top of the page.
2. Click on Security and login from the menu on the left.
3. Click "edit" next to "Use two-factor authentication".
4. Follow the instructions.

### **Dropbox**

1. Sign in to the Dropbox website. Click on your name from the upper-right of any page to open your Account Menu. Click Settings from the account menu and select the Security tab.
2. Under the two-step verification section, click Enable.
3. Click Get started.
4. Follow the instructions.

### **Instagram**

1. Login into Instagram.com, and go to your profile page.
2. Click on the settings cog, next to "Edit profile".
3. Select "Privacy and Security".
4. Under "Two-Factor Authentication", select "Edit Two-Factor Authentication Setting".
5. Follow the instructions.

### **Amazon**

1. Go to Your Account and select Change Account Settings.
2. Select "Login & security".
3. Click Edit in the Advanced Security Settings section.
4. Click Get Started to set-up Two-Step Verification.
5. Follow the instructions.

## **Snapchat**

1. Open Snapchat on your device.
2. Tap the ghost icon at the top of your camera screen.
3. Tap the Settings gear 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'

For further advice on how to keep safe online visit <https://www.cheshire.police.uk/advice-and-support/internet-safety-and-security/>.