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## Multi-Factor Authentication Setup on the Amplitude System

## Introduction & Overview

Due to your Registry or Enterprise wanting their Cybersecurity factors to be as secure as possible, the Amplitude system has introduced Multi-Factor Authentication. This means that upon logging in with your usual Username and Password, you will be required to supply a Time-based security code that is generated by another program.

When signing in, you will see the following screen that asks you to set up MFA for the first time.



As per the instructions on the screen, you will need to install just one of the Authenticator Apps listed above on your mobile device or computer. A mobile device is the most straightforward to do, but we understand not everyone who accesses the system is able to use personal devices in the workplace.

The alternative to using one of the Authenticator Apps, is to download a desktop authentication product such as:

https://authenticator.cc/
Other desktop authentication products are available.

*NOTE. If you have opted for a desktop product such as one of the above, please see the following: We realise that in some instances, programs cannot be installed by a User on certain computers or systems due to Access restrictions placed within your Amplitude system. In this instance, please contact your IT Department in order to request/explain why you need this program installed on your computer.*

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Now we can move on to setting up Amplitude on your authenticator.
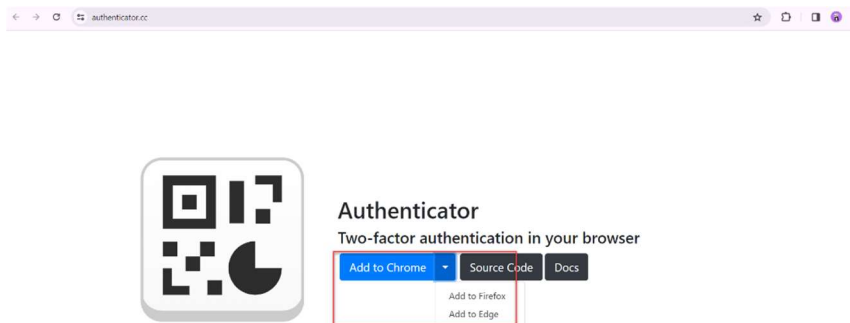## Setup and Configuration (Authenticator.cc on Desktop)

For the imagery and descriptions in this guide, we are using Authenticator.cc on Google Chrome, but the same principle applies across any of the browsers you can choose from.
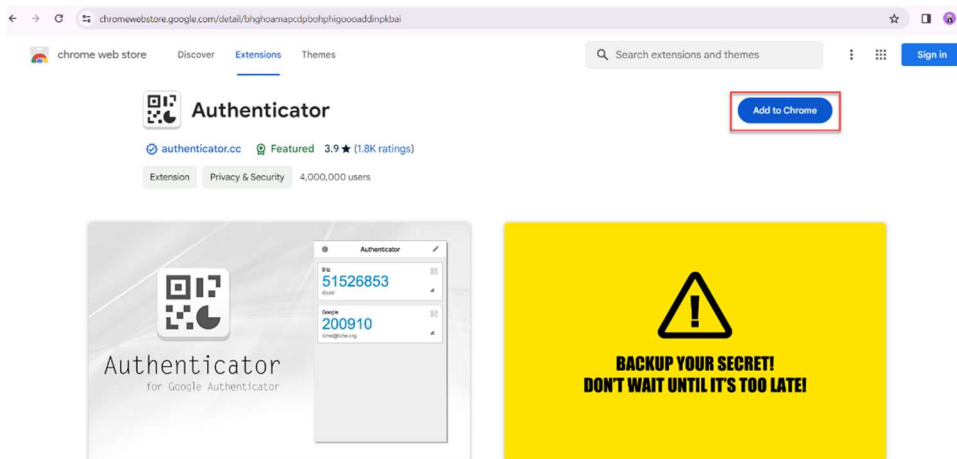
### Step 1
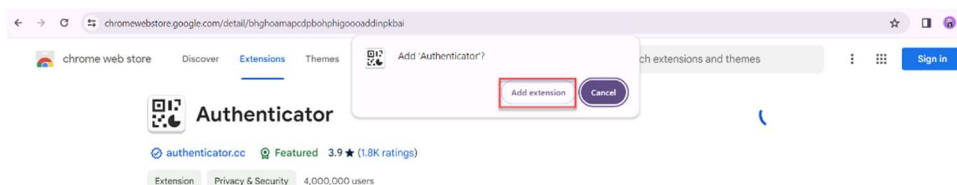**Download Authenticator.cc for your computer** by using this link: https://authenticator.cc/

You will be taken to the following screen on your browser. Click on the drop-down arrow in the blue box to select the browser that you use, and then click **Add to (your browser)**



You will be taken to a screen similar to the following (depending on the browser you are using). Click the blue **add** button.
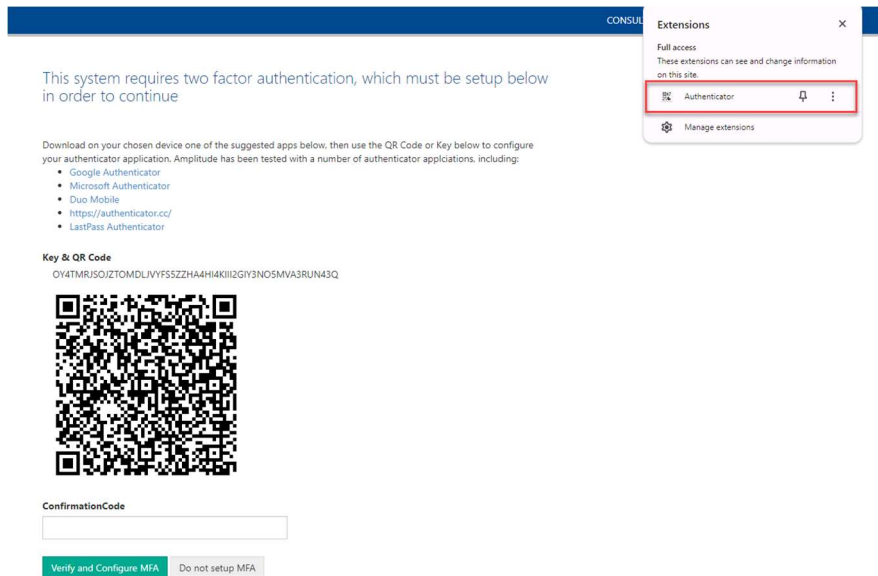


followed by the **add extension** button.



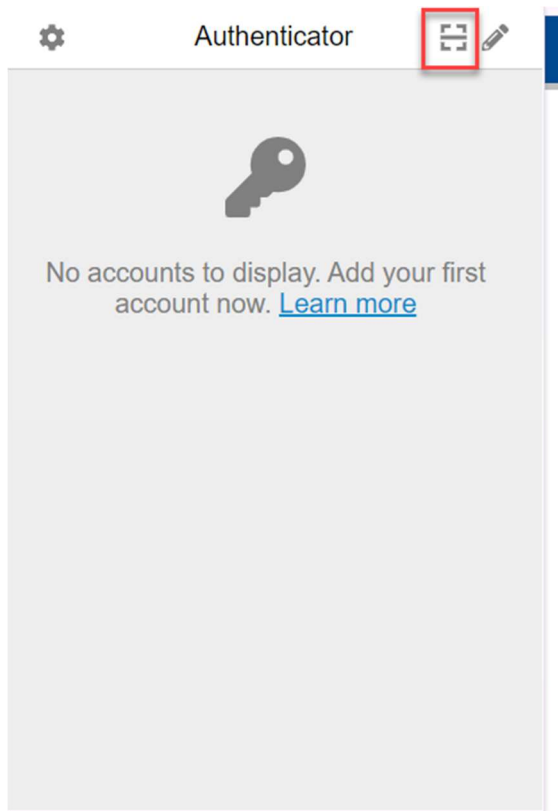Please note – if this is the first time you have added extensions, you may be presented with a

message asking you to allow the browser to add extensions. You will need to accept this to be able to continue.
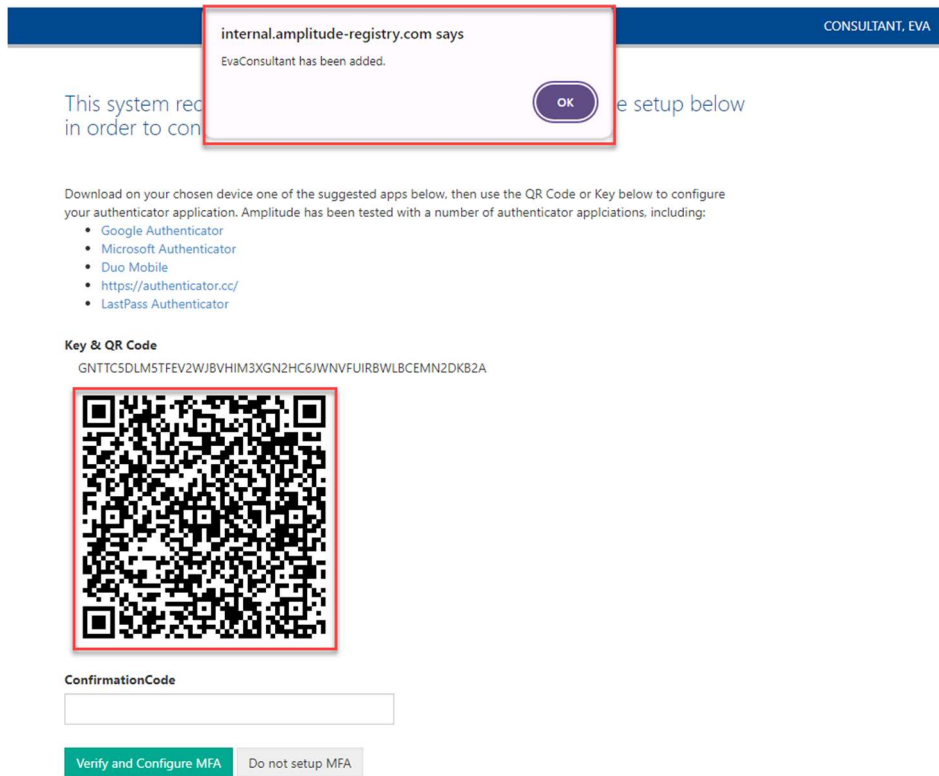
**Step 2**

Once you have set up the Authenticator.cc extension, open your Amplitude login screen. Click on the **extensions** icon next to the URL bar and click on **Authenticator**.
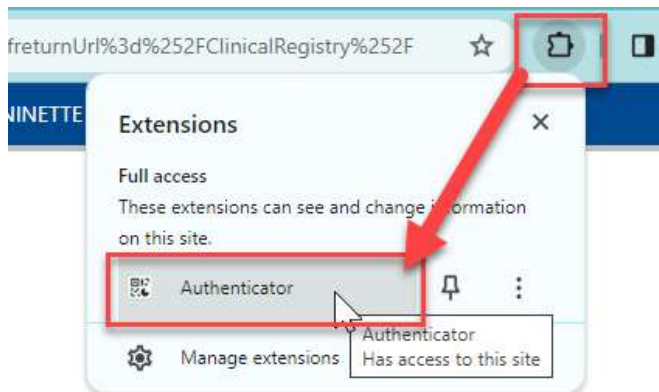


You will be presented with the following screen. Click on the **Scan QR code** icon.

You will now need to drag your cursor to **select the QR code** shown on your Amplitude screen.
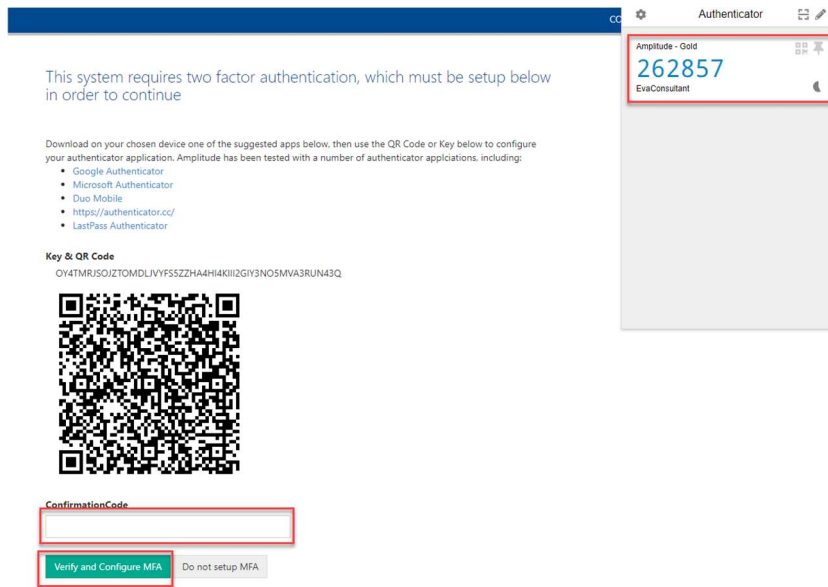


You may see a pop-up message saying that your account has been added.
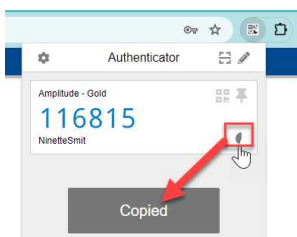Click on the **Extensions icon** again and select **Authenticator**.

You will now be presented with a 6-digit code and a name for the Account. The 6-digit code is the most important part – this is the **Confirmation Code** that Amplitude is asking for at the bottom of the login page.

Simply enter the 6-digit code into that Field and click **Verify and Configure MFA**. You will see a time counter that counts down to the code changing which happens every 30 seconds. Just before the code is about to change, it will flash red.
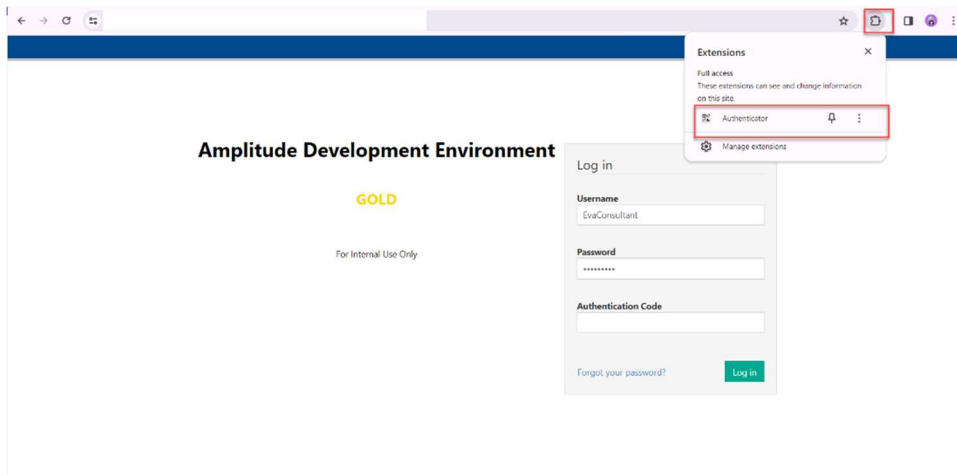


On some browsers the authenticator screen may close when you start typing the answer in the Confirmation code box, so you may wish to copy the code by selecting the little **pie chart** to the right of the code.
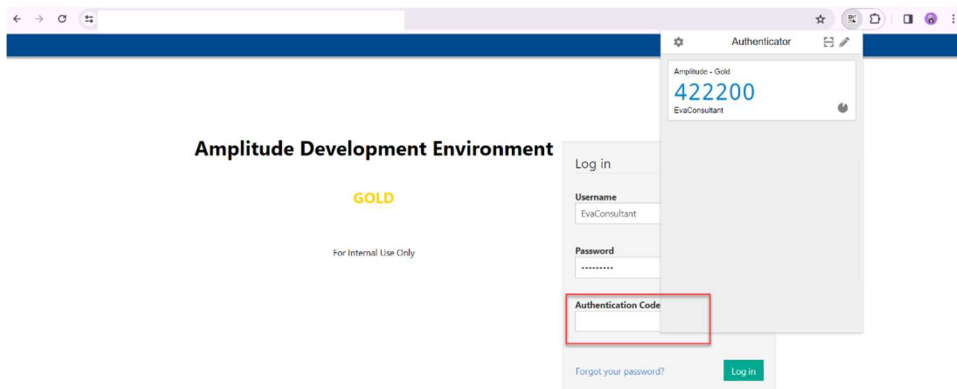


You have now successfully set up Multi-Factor Authentication.

The next time you log into your Amplitude account you will see an **authentication code** box under the username and password. Enter your username and password then open the **Authenticator extension** on your browser to obtain your code.



Enter the code in the **authentication code** box to complete the login process.



If you have any questions, problems or queries then please contact Amplitude Clinical Services on 0333 014 6363 or email us at customer.support@amplitude-clinical.com where we will be happy to help.