Set up multi-factor authentication (MFA)

1. Before enabling MFA, ensure everyone who requires MFA has a mobile number attached to their login. For help on this, please click here
2. To enable MFA, click **Setup**

3. Go to the **Multi-Factor Authentication** section (at the top of **General Setup**)
4. Locate the access level(s) that requires MFA
5. Select either **Individual** or **Everybody**:

Note: **Individual** enables you to set up MFA on an individual basis meaning that not everyone on that access level requires MFA. If the **Everybody** option is selected, this means everyone with the selected access level requires MFA to be set up.

6. Select the applicable MFA expiry option:
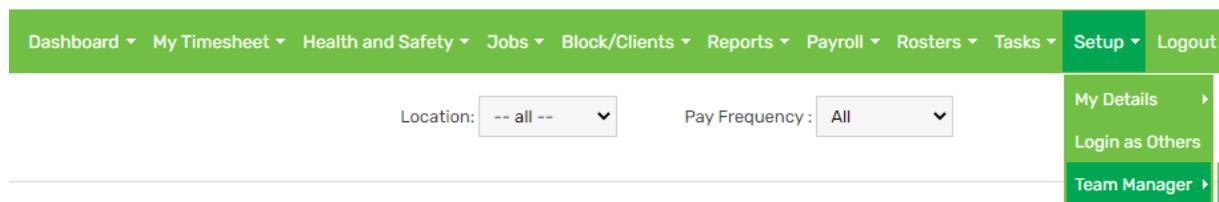

7. Click **Save**
8. Hover on **Setup** > **Team Manager**

9. Click on the team member who has had MFA enabled
10. Click on the **Preferences** tab
11. Scroll down to the **Look, Feel & Security** section
12. Update the **Require Multi-Factor Authentication** dropdown to **Yes**:

13. Click **Save**

14. When the user with MFA enabled logs in, they will be redirected to the following screen:

🛡 Multi-Factor Authentication

Multi-Factor Authentication has been activated for your account!

To access AgriSmart, you will need to enter a code sent to you via SMS.

If your mobile number is incorrect, please contact your administrator to update it.

📱 Mobile Number : +64271231234

💬 Send Code

15. Click **Send Code**
16. A code will be texted through to the user – enter this into the **Enter Code** box
17. Click **Continue to AgriSmart**

MFA has successfully been set up