

Overview

This guide details the steps to set up MyESCC (VCCS) multi-factor authentication (MFA) using your portal password along with a SMS (text message) sent to your mobile device.

If you experience any issues following these steps, please contact the IT Help Desk at <u>ithelpdesk@es.vccs.edu</u>.

Setting Up MFA – Password + SMS

- 1. Go to https://identity.my.vccs.edu/.
- 2. Enter your MyESCC (VCCS) username and click the Go button.
- 3. Enter your MyESCC (VCCS) password and click the Go button.



4. Click on your name at the top of the Applications page, and select Profile Settings.



5. Click the Edit Profile button when prompted.



6. Select OPT-IN MFA SMS, and click the Save button.



7. A message displays stating the operation was successful. Click the Close button.

Edit Action - Status	
Your operation completed. Please see below for user- specific messages.	
Success Message	
Update Succesful	
Close	



8. Click your name at the top of the page, and select "Logout."



 After logging out, you will see the screen below. If you'd like to go back into the portal, click "Back to Login Screen." Otherwise, close your browser window.

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BACK TO LOGIN SCREEN	

Logging into the MyESCC Portal Using MFA – Password + SMS

- 1. Go to https://identity.my.vccs.edu/.
- Enter your MyESCC (VCCS) username and click the Go button.
- 3. Enter your MyESCC (VCCS) password and click the Go button.

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Username			
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4. A code should come to your registered device as a SMS/text message.

Your one	time	access	code	is:
######				

5. When prompted in the portal, enter the code you received, and click the GO button. *Note: You will receive a new SMS text message each time you log into the MyESCC portal.*

Important: If you fail authentication twice when trying to log into the portal, please wait at least 15-20 minutes to reattempt to avoid being locked out of your account.