

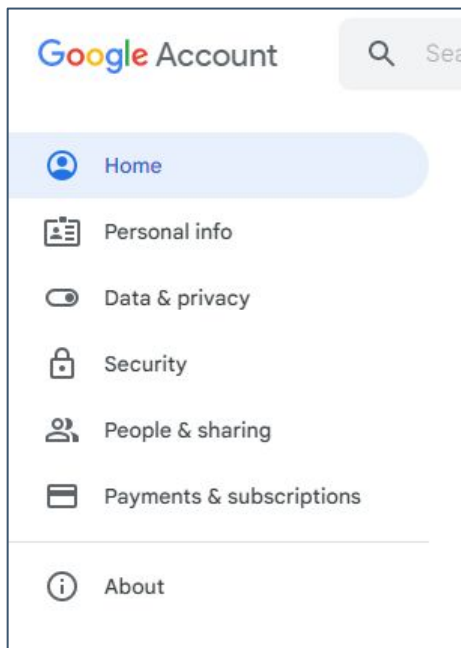
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2FA Process

Step by step process to set-up 2FA for your ES account

1. Log in to Google Account

- Go to <https://myaccount.google.com/>

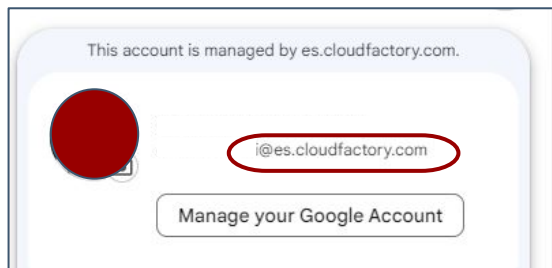


2. Ensure you are Signed in to your ES Account

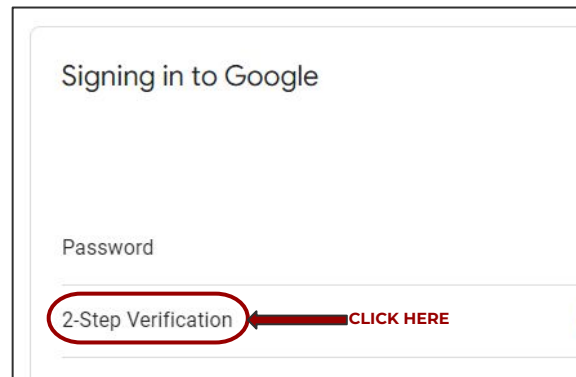
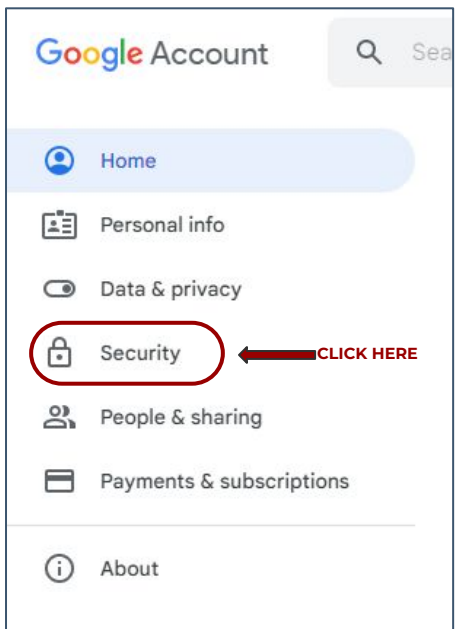
- Click on your google account on the top right corner



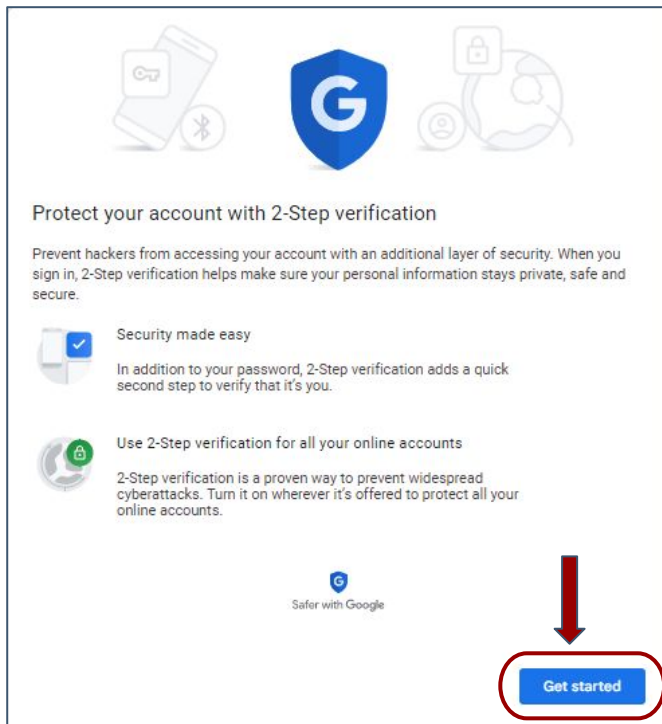
- Select Your ES ID



- Click on Security. Scroll down until you see 2-step Verification and Click on it.





- Click on “Get Started”




Protect your account with 2-Step verification

Prevent hackers from accessing your account with an additional layer of security. When you sign in, 2-Step verification helps make sure your personal information stays private, safe and secure.

 **Security made easy**
In addition to your password, 2-Step verification adds a quick second step to verify that it's you.

 **Use 2-Step verification for all your online accounts**
2-Step verification is a proven way to prevent widespread cyberattacks. Turn it on wherever it's offered to protect all your online accounts.

 Safer with Google


Get started

- Enter your Phone Number
Then click on “Next”

The screenshot shows a mobile setup screen titled "Let's set up your phone". The main heading is "What phone number do you want to use?". Below this is a country selection dropdown showing the flag of Kenya, with a red arrow pointing to it and a black box labeled "Choose Country". To the right of the dropdown is a text input field, with a red arrow pointing to it and the text "Enter phone No. here". Below the input field, there is a note: "This number for account security. Don't use a Google Voice number. Message and data rates may apply." The next section is "How do you want to get codes?", with two radio buttons: "Text message" (selected) and "Phone call". Below this is a link "Show more options". At the bottom right, there is a red arrow pointing to a "NEXT" button, with the text "Click Here" above it. The bottom center of the screen shows "Step 1 of 3".

Let's set up your phone

What phone number do you want to use?



Choose Country This number for account security.
Don't use a Google Voice number.
Message and data rates may apply.

How do you want to get codes?

☒ Text message ☐ Phone call

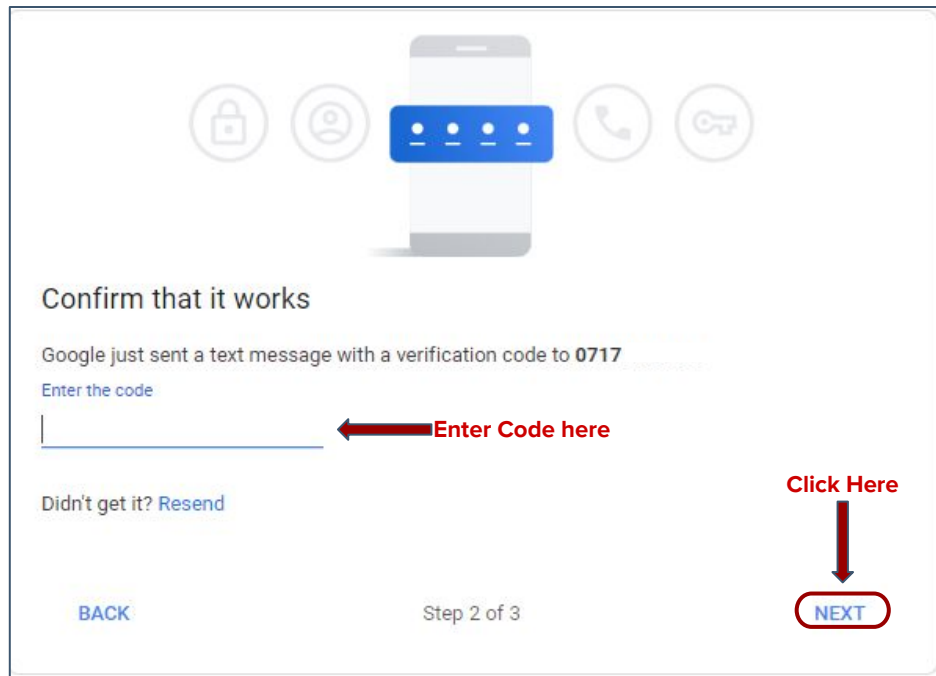
[Show more options](#)

Step 1 of 3

Click Here

NEXT

- Enter the code sent by Google then click on “Next”



The screenshot shows a Google verification interface. At the top, there are five circular icons: a padlock, a person, a blue box with four dots, a telephone, and a key. Below these is a smartphone icon. The main text reads "Confirm that it works". Below that, it says "Google just sent a text message with a verification code to 0717". Underneath is a link "Enter the code" and a text input field. A red arrow points from the text "Enter Code here" to the input field. Below the input field is a link "Didn't get it? Resend". At the bottom left is a "BACK" button. In the center is "Step 2 of 3". At the bottom right is a "NEXT" button, which is circled in red, with a red arrow pointing down to it from the text "Click Here".

Confirm that it works

Google just sent a text message with a verification code to 0717

Enter the code

Enter Code here

Didn't get it? [Resend](#)

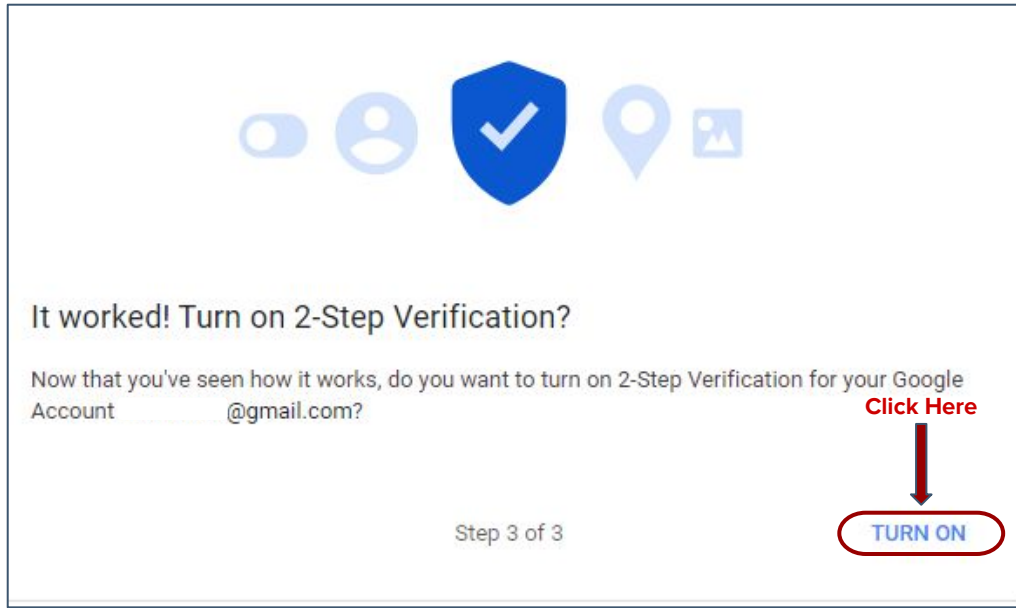
BACK

Step 2 of 3

Click Here

NEXT

- Turn on 2-Step Verification



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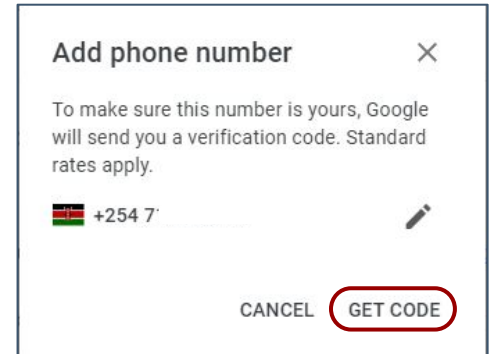
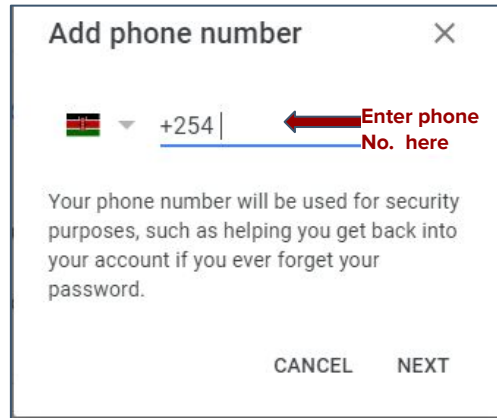
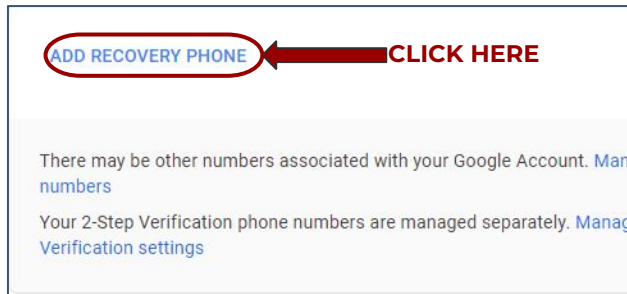
Adding Recovery Information

Recovery Phone

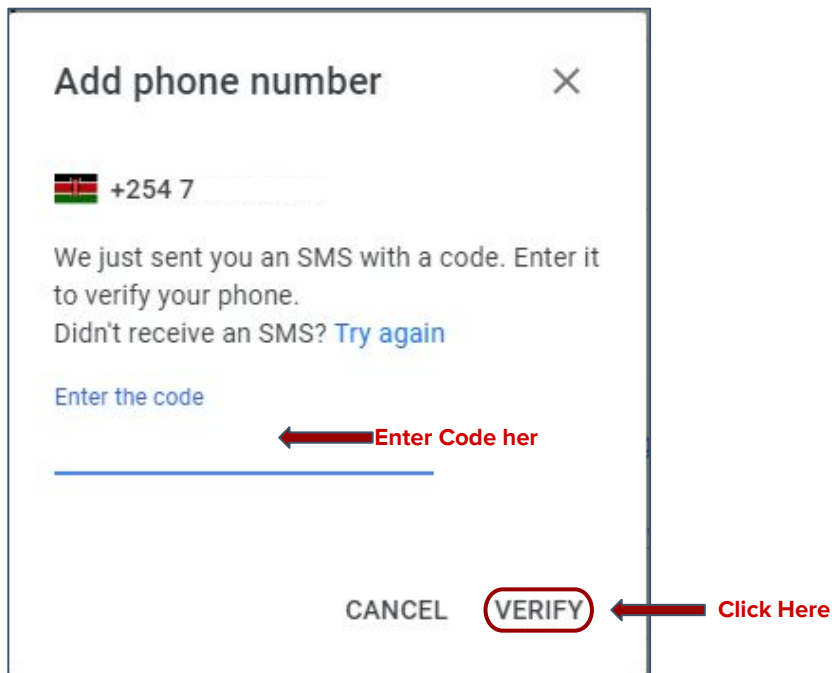
- While still on the Security Page, scroll down to “Recovery Phone” and click on it



- Click on “Add Recovery Phone” and enter your phone number, click on “Next”, then click on “Get Code”



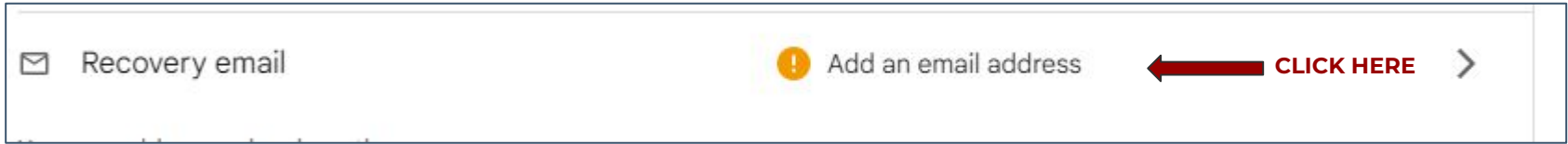
- Enter the code you've received from Google then click on "Verify" at the bottom of the page



The image shows a mobile app dialog box titled "Add phone number" with a close button (X) in the top right corner. Below the title, there is a flag icon for Kenya and the text "+254 7". Below this, a message states: "We just sent you an SMS with a code. Enter it to verify your phone." followed by a link "Didn't receive an SMS? Try again". Below the message, there is a label "Enter the code" and an empty input field. A red arrow points from the text "Enter Code her" to the input field. At the bottom of the dialog, there are two buttons: "CANCEL" and "VERIFY". The "VERIFY" button is circled in red, and a red arrow points from the text "Click Here" to it.

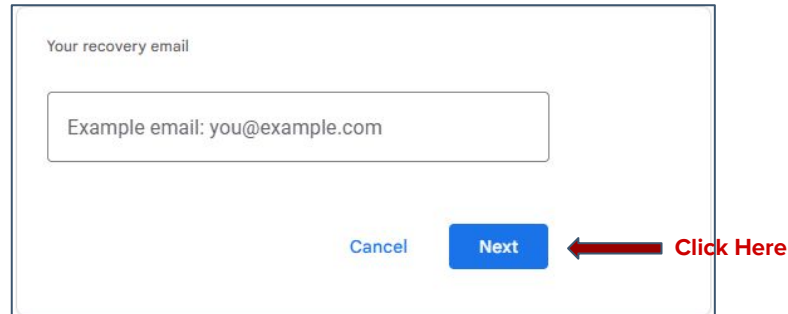
Recovery Email

- On the Security page, click on “Recovery Email”



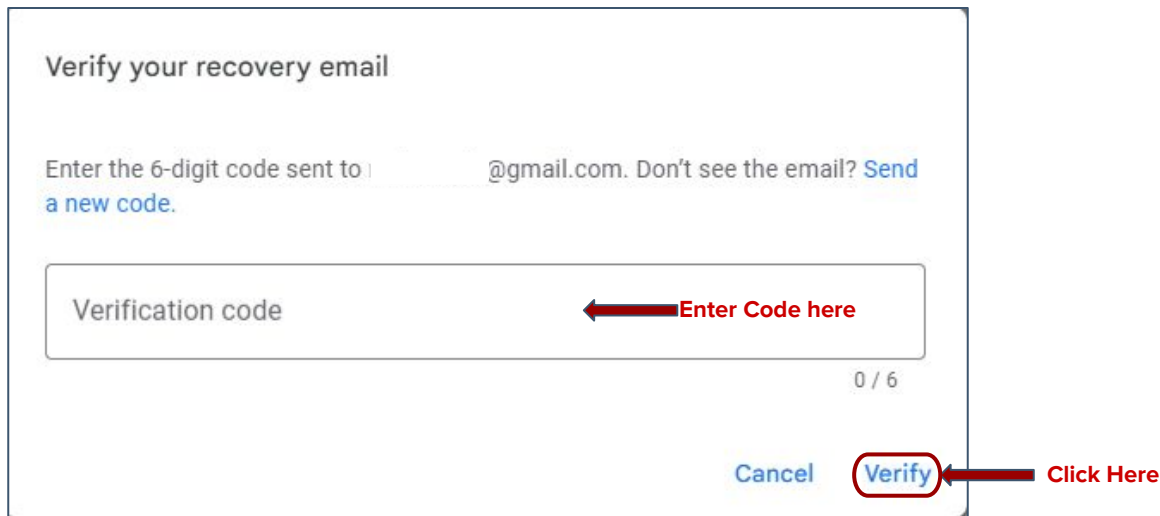
A horizontal bar with a light gray background. On the left, there is an envelope icon followed by the text "Recovery email". In the center, there is a yellow circle with an exclamation mark icon, followed by the text "Add an email address". To the right of this text is a red arrow pointing left towards the text, and further right is the text "CLICK HERE" in red, followed by a gray right-pointing chevron icon.

- Enter your email address and click on “Next”



A form titled "Your recovery email". It contains a text input field with the placeholder text "Example email: you@example.com". Below the input field, there are two buttons: a blue "Cancel" button and a blue "Next" button. A red arrow points from the text "Click Here" to the "Next" button.

- Enter the Verification Code sent to your Email and click on “Verify”



Verify your recovery email

Enter the 6-digit code sent to _____@gmail.com. Don't see the email? [Send a new code.](#)

Verification code ← Enter Code here

0 / 6

[Cancel](#) [Verify](#) ← Click Here

The image shows a web-based verification dialog. At the top, it says 'Verify your recovery email'. Below that is a text input field with a placeholder email address. To the right of the input field is a link that says 'Don't see the email? Send a new code.'. Below the input field is a label 'Verification code' and a red arrow pointing to the input field with the text 'Enter Code here'. At the bottom right of the input field is a character count '0 / 6'. At the bottom of the dialog are two buttons: 'Cancel' and 'Verify'. The 'Verify' button is circled in red, and a red arrow points to it with the text 'Click Here'.