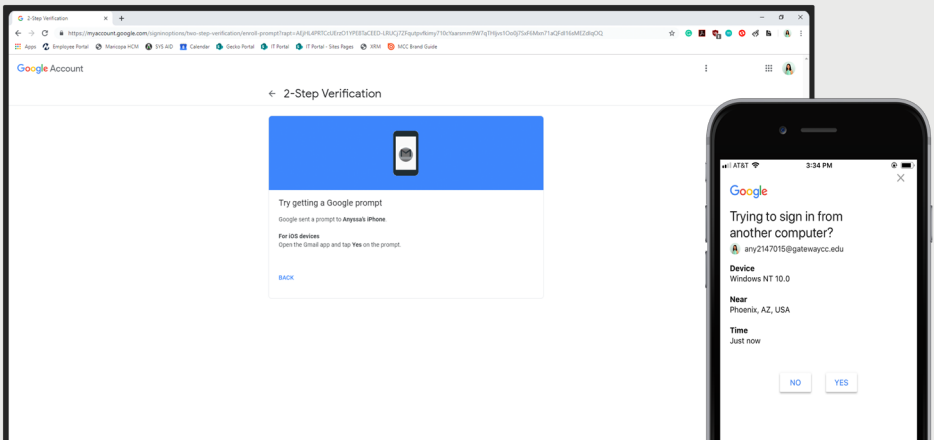


GOOGLE

2-STEP VERIFICATION

- 01** In your browser of choice, go to <https://myaccount.google.com/intro/security>. Sign in with your GateWay credentials.
- 02** Under the heading **Signing in with Google**, click on **2-Step Verification**. Then, click on **Get Started**.
- 03** **IF YOUR PHONE IS IDENTIFIED**
Click on **Try it Now**. A prompt will appear on your phone. Tap on **Yes**.
IF YOUR PHONE IS NOT IDENTIFIED
Enter a phone number and select a method (text message or phone call) to receive the code. Then, click on **Next**. Type the verification code sent to the phone number you provided. Then, click on **Next**. Click on **Turn On**.
- 04** Choose a second verification step and follow the steps provided.



GOOGLE VERIFICATION OPTIONS

Authentication improves the security of your account. For additional instructions or support, visit <https://support.google.com>.

PHONE PROMPT

Google will send a **Trying to sign in?** prompt to your phone. Simply tap **Yes** to verify your identity and login attempt is legitimate. Android devices must have an updated version of the Google Play services app. iOS devices (iPhone 5s and newer) must have the Google or Gmail app with push notifications turned on.

TEXT MESSAGE (SMS) OR CALL

Google will send a numeric code to your provided phone number based on the method you selected (text message or phone call). Type the verification code sent to the phone number you provided.

ONE-TIME PASSCODES

Google will provide you with a list of 10 one-time passcodes that you can print or download.

SECURITY KEY

Purchase a security key dongle to simply connect to your device (phone, tablet, or computer) when you need to verify your identity.