

User Help Guide

How to turn on MFA
(Multi-Factor Authentication)

Step 1: Log in to Predict with your email and password

07500 900 700 | hello@predictmobile.com





Email

Password
 

[LOG IN](#)

[Forgot your password?](#)

New to **Predict**...

[START A TENDER →](#)

Step 2: Click on the 'My Account' tab in the left side of the page (highlighted in red)
If 'My Account' does not appear, click on 'My Organisation' and find your account there

The screenshot shows the Predict Tenders interface. On the left, a navigation menu includes 'Sensabill', 'My Organisation', and 'My Account' (highlighted with a red box). Below the menu is a 'Logout' button. The main content area features a green header with the word 'Tenders' and a blue bar with the text 'You have responses to your Tender'. A central white card displays details for a tender:

- Tender Id: 2022-JUN-F37P-4JEH
- O₂ logo
- 141 Lines
- £73,248 Est Saving
- Responses Received: 7
- Response Expiry: 26-04-2024

At the bottom of the card are two buttons: 'VIEW DETAILS' (grey) and 'VIEW RESPONSES' (green).

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Step 3: Turn on the switch labelled 'MFA Enabled'



- Sensabill
- My Organisation
- My Account

Update Profile

Name
Scoring Comparison Demo

Email
predictsitetest+scoring-comparison-demo@gmail.com

Mobile/Direct Dial Number

Role

UPDATE

Reset Password

New password
[password field] [toggle icon]

Repeat password
[password field] [toggle icon]

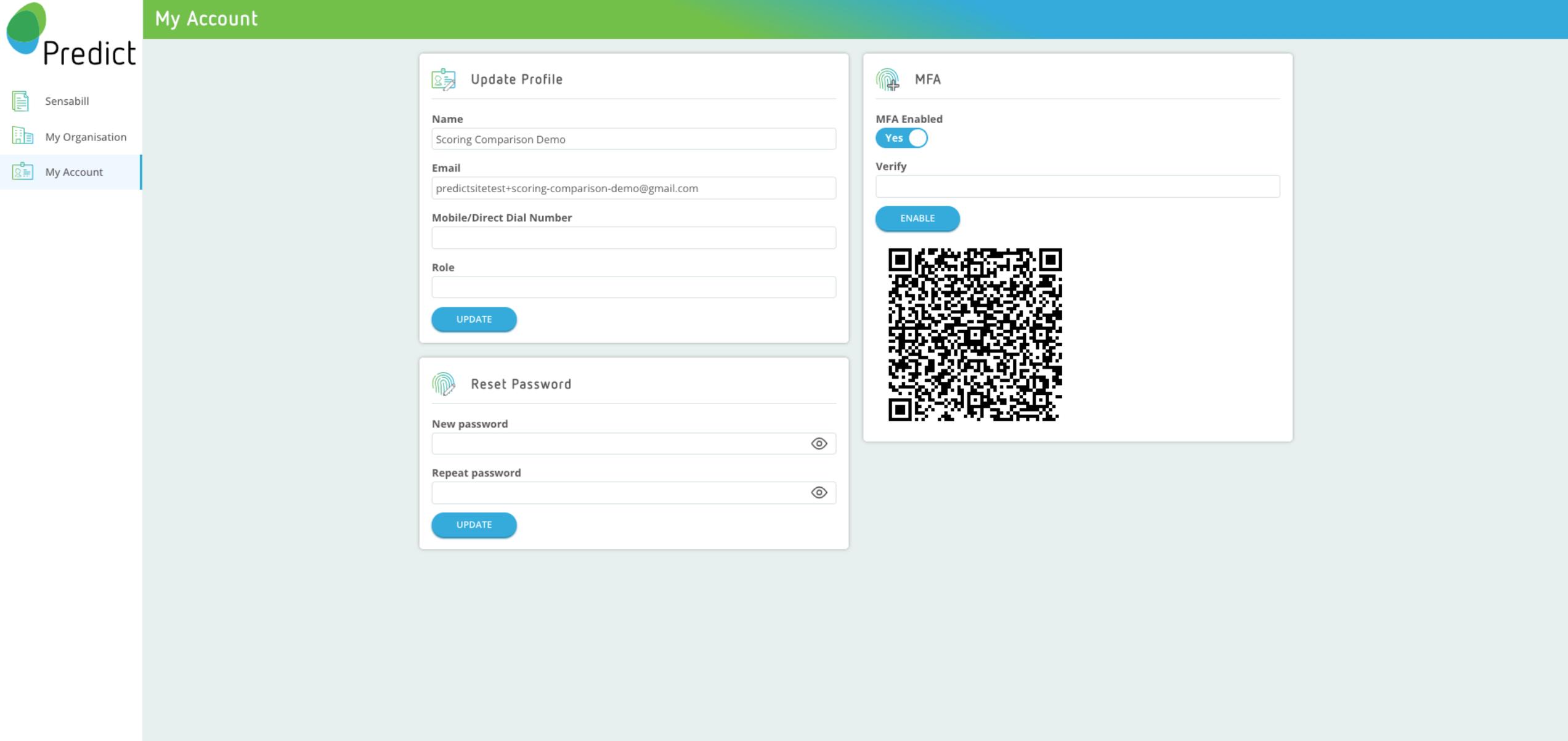
UPDATE

MFA

MFA Enabled
 No

ENABLE

Step 4: Next you will need to use your phone to download an authenticator app. (See Step 5 for details)



The screenshot displays the 'My Account' page in the Predict application. The page is divided into three main sections: 'Update Profile', 'Reset Password', and 'MFA' (Multi-Factor Authentication).

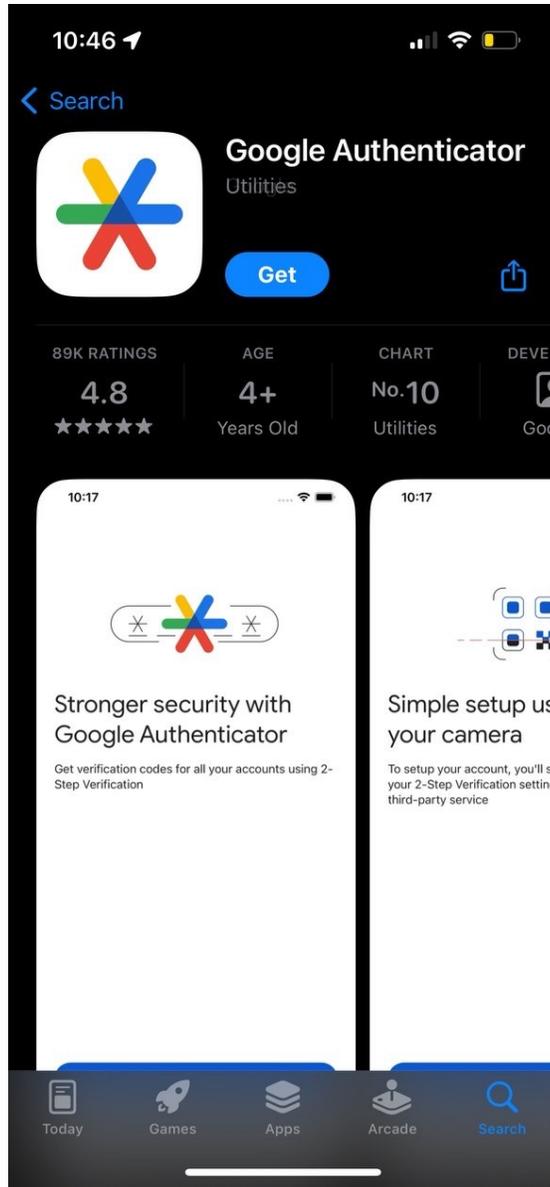
Update Profile: This section contains four input fields: 'Name' (Scoring Comparison Demo), 'Email' (predictsitetest+scoring-comparison-demo@gmail.com), 'Mobile/Direct Dial Number', and 'Role'. A blue 'UPDATE' button is located at the bottom of this section.

Reset Password: This section contains two input fields: 'New password' and 'Repeat password', each with a toggle icon for visibility. A blue 'UPDATE' button is located at the bottom of this section.

MFA: This section is titled 'MFA' and includes a toggle for 'MFA Enabled' (set to 'Yes'), a 'Verify' input field, and a blue 'ENABLE' button. Below the button is a large QR code for scanning.

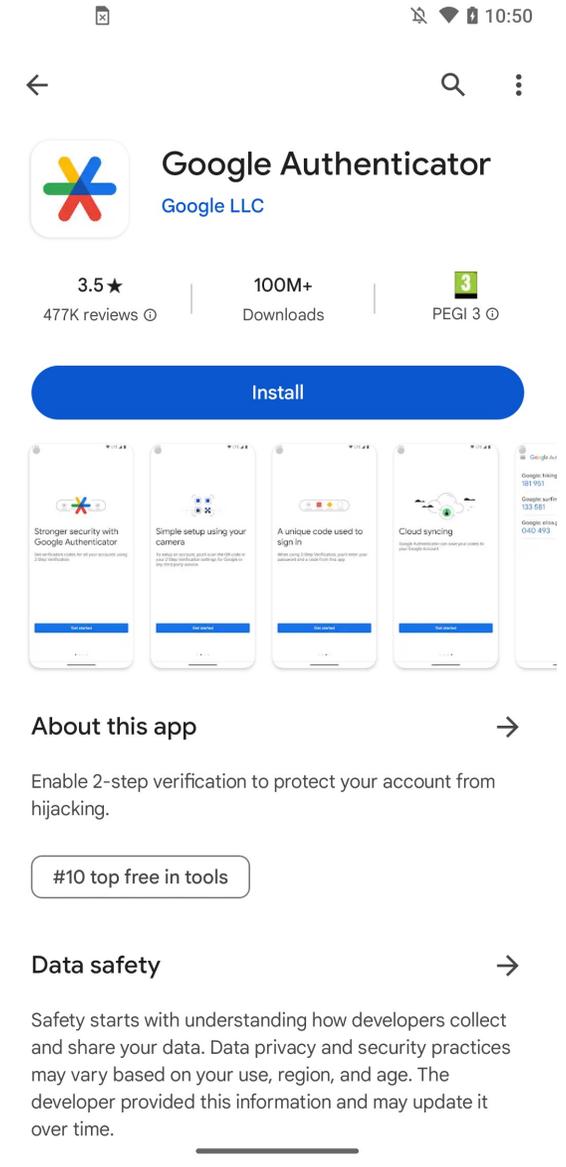
Navigation: The left sidebar contains the Predict logo and three menu items: 'Sensabill', 'My Organisation', and 'My Account' (which is currently selected).

Step 5: Search for your chosen authenticator app in the Apple App Store / Google Play Store and tap "Get" or "Install"



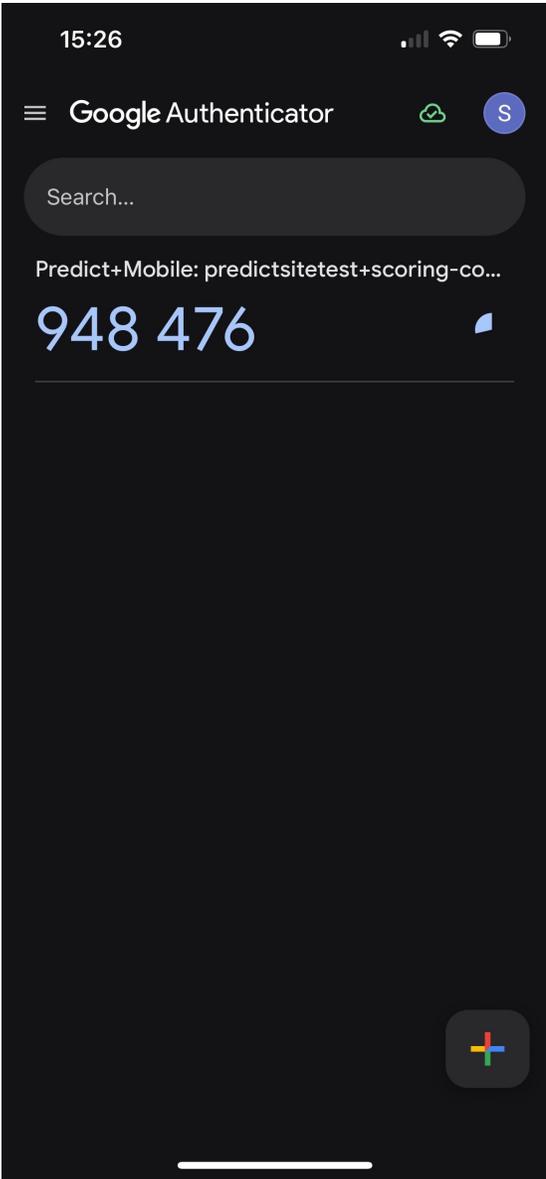
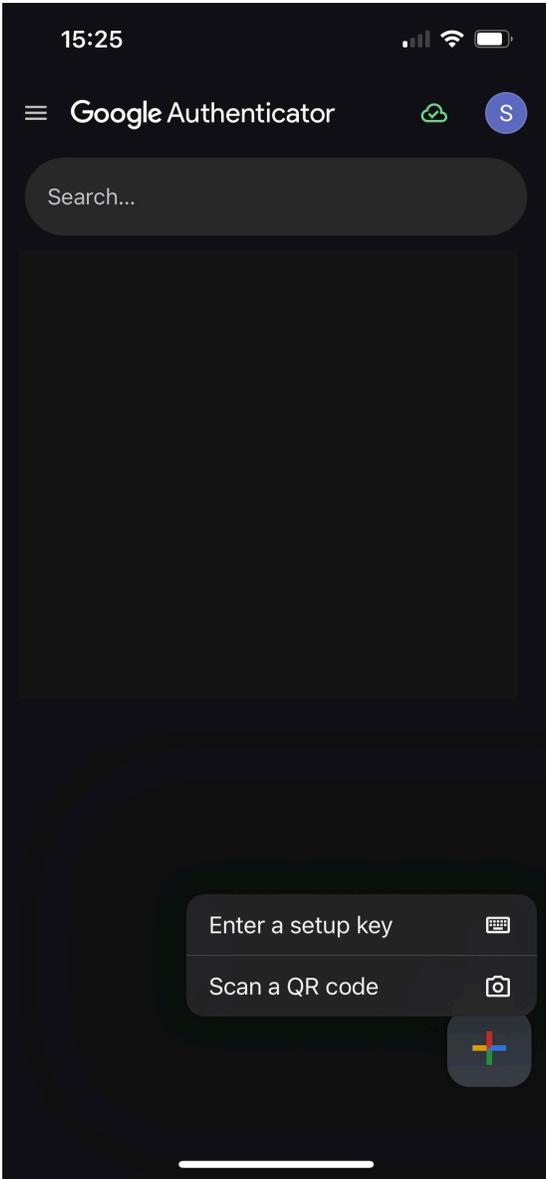
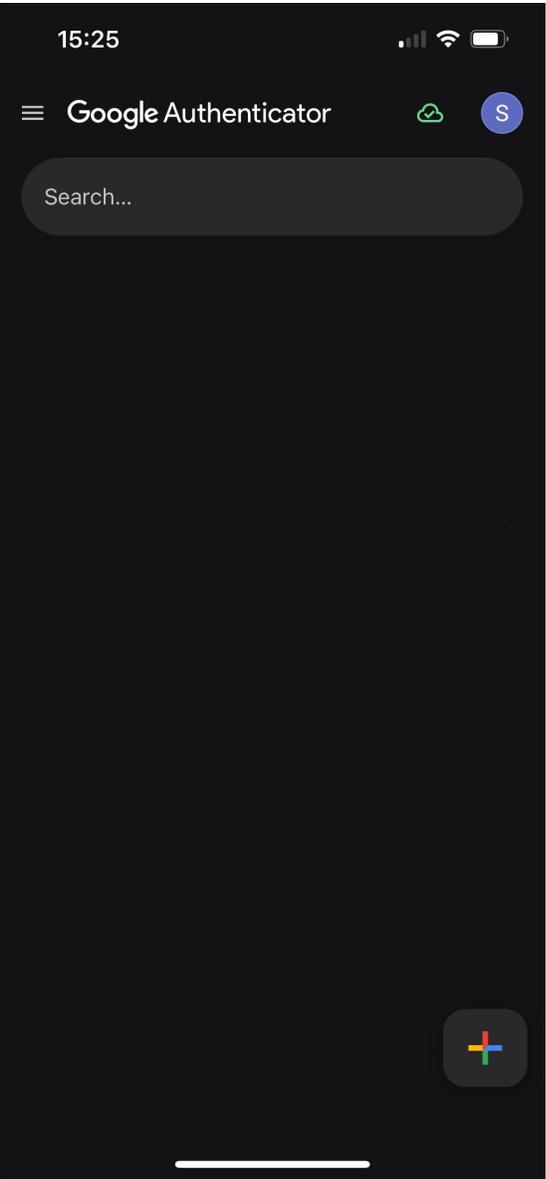
Choose one of the following:

- Google Authenticator
- Microsoft Authenticator
- 2FA Authenticator
- Twilio Authy



Note: Apple's Authentication App is currently incompatible with Predict

Step 6: In your authenticator app, scan the QR code shown in Predict. You should then be given a 6-digit code to authenticate your Predict account (this code will change every 30 seconds)



Step 7: Type the code from your authenticator app into Predict, then click 'Enable'

 **My Account**

 Sensabill

 My Organisation

 My Account

Update Profile

Name

Email

Mobile/Direct Dial Number

Role

[UPDATE](#)

Reset Password

New password

Repeat password

[UPDATE](#)

MFA

MFA Enabled
 Yes

Verify

[ENABLE](#)



 Logout

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Step 8: Now MFA is active. You can scan the QR code again to set up authentication on another device or in another app



My Account

- Sensabill
- My Organisation
- My Account**

Update Profile

Name
Scoring Comparison Demo

Email
predictsitetest+scoring-comparison-demo@gmail.com

Mobile/Direct Dial Number

Role

UPDATE

Reset Password

New password

Repeat password

UPDATE

MFA

MFA Enabled

Yes



Step 9: Once every 14 days, when you log in to Predict (or if you log in on a new device) you will be asked to input the code from your authenticator app

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Note: Use the code currently showing in your authenticator app, not any previous code

A screenshot of a mobile application interface for Multi-Factor Authentication (MFA). At the top center is a blue and white robot icon. Below it, the text "MFA Code" is displayed above a white input field. At the bottom center is a green button with the word "VERIFY" in white capital letters.