

Multi-Factor Authentication (MFA)

Instructional Guide

What is MFA?

MFA stands for Multi-Factor Authentication. It's a layered approach to securing your data where a system requires you to present two or more credentials to verify your identity in order to login.

In short, it's meant to keep your data safe and secure!



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To get started, you'll want a device that can receive messages or scan QR codes onto device you're using for setup



MFA will require SMS or QR scan feature

Acceptable Devices
cellphone
smartphone
tablet
computer

SchoolDoc is the leading electronic health record system for organizations, designed by doctors, nurses, and directors.

EMAIL ADDRESS

PASSWORD

FORGOT PASSWORD ?

LOG IN

2

Ensure you have a SchoolDoc or CampDoc account set up with your organization



New Users: If you don't have an account yet, contact your organization's administrator



Returning Users: Have your username and password ready

3

Choose your Method: SMS or Authenticator App*



SMS: Enter phone # that you want to authorize to receive MFA codes (standard messaging rates apply). You'll receive a message with the 6-digit code that would be input in the MFA prompt.



Authenticator App: displays MFA code via app to verify. Scan the QR code using your authenticator app > 6-digit code will appear in your authenticator app > enter code in the MFA prompt.

*preferred & most secure

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Enter your 6-digit MFA code into prompt



Hooray! You've successfully set up your MFA device!

