



PORTAL SUPPORT GUIDE

How to set up Multi-factor Authentication (MFA)

Mobile guide

Multi-factor authentication (MFA) adds an additional layer of security to your account by requiring a verification code when you sign in.

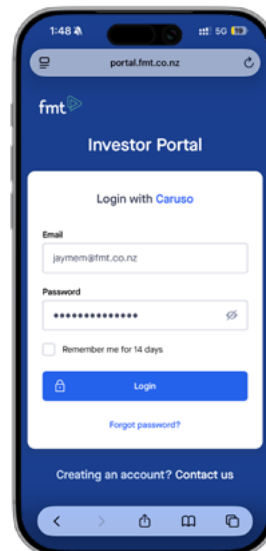
1

Download the Microsoft Authenticator on your smart phone or tablet from the App store.



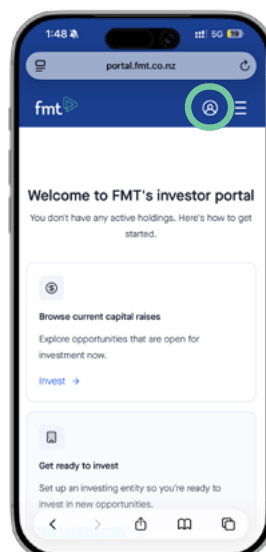
2

Login to the portal



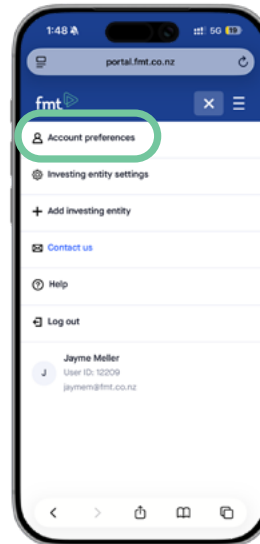
3

Tap the *person icon*



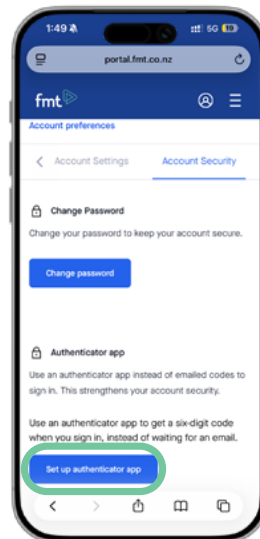
4

Tap Account Preferences



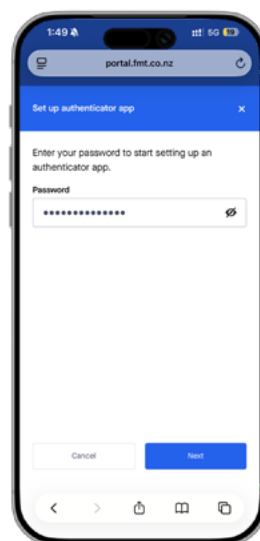
5

Tap Account Security.
Tap Set up authenticator app



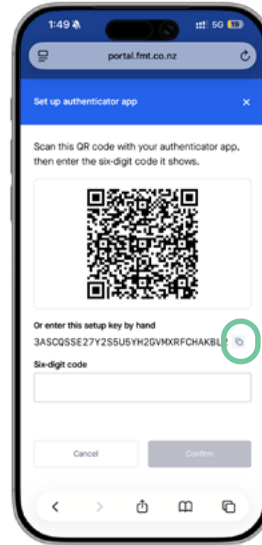
6

Enter your password again



7

Tap the key.
Then copy the set up key
by tapping the  icon



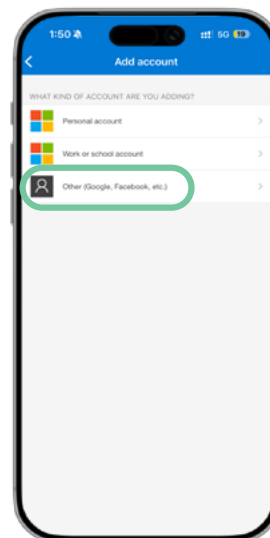
8

Open your Microsoft
Authenticator app and
tap the + icon



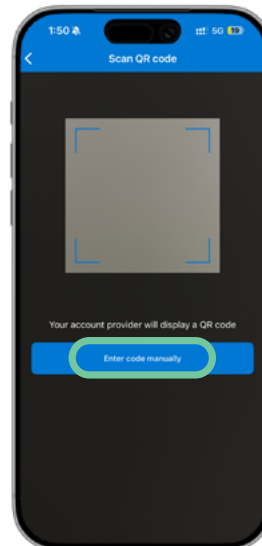
9

Tap *Other*



10

Tap *Enter code manually*

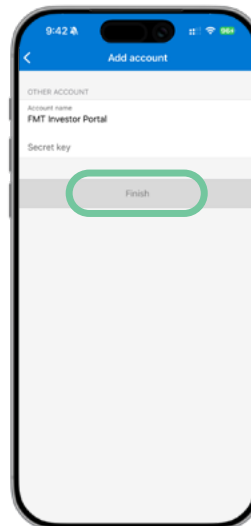


11

Create an account name,
something like *FMT
Investor Portal*.

Paste the key into the
Secret key box.

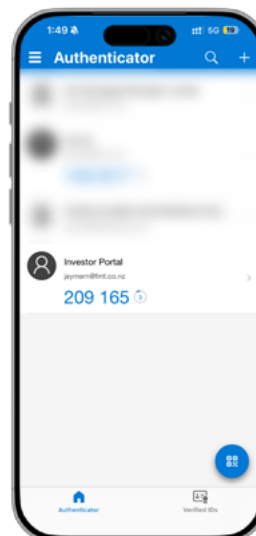
Then tap *Finish*



12

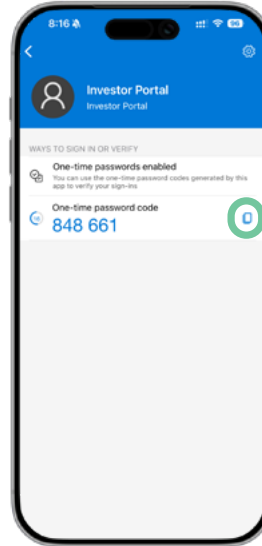
Your unique code will
appear.

Important: This code
updates every 30
seconds for security
purposes.



13

Copy the 6 digit code by tapping the  icon



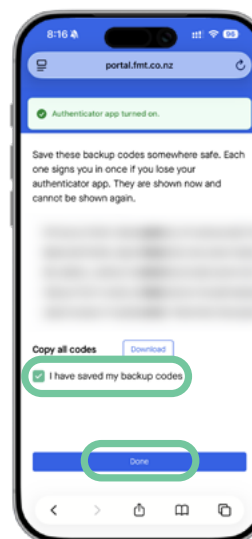
14

Navigate back to the investor portal window



15

Enter the code in the investor portal.
Tick "I have saved the backup codes" and click **Done**
You're all set!



Need help?

If you experience any issues setting up multi-factor authentication, please contact our support team for assistance.

►► E: invest@fmt.co.nz P: 0800 321 113