Facial Recognition (Windows Hello Face) Set-up and Login

Facial Recognition is available as a security method for all Research.gov users.

Note: Facial Recognition/Face Scan security method is only available on the Windows operating system.

- ➢ **Facial Recognition: Before You Begin for Windows**
- ➢ **Facial Recognition: Verify & Set up**
- ➢ **Facial Recognition: Signing In**

Facial Recognition: Before You Begin for Windows

1. On your Windows system, navigate to **Accounts** > **Sign-In options**
2. Select **Windows Hello Face** and Click **Set up**
3. Click **Get Started**

Note: Ensure the camera on your system is turned on.

4. Position your face in the center of the frame on the screen. The camera will capture your facial features. Once scanning is complete, you will see the screen below. Click **Close**.
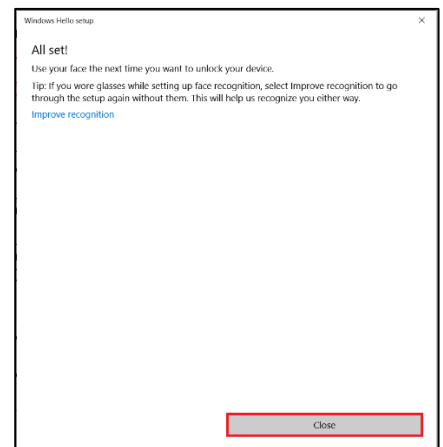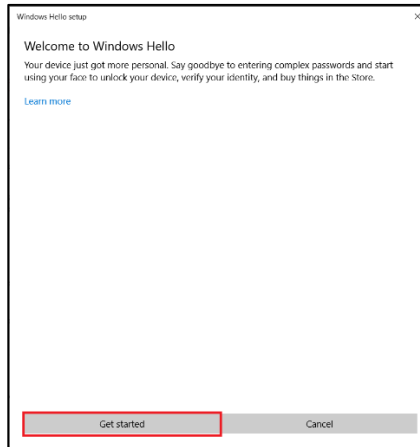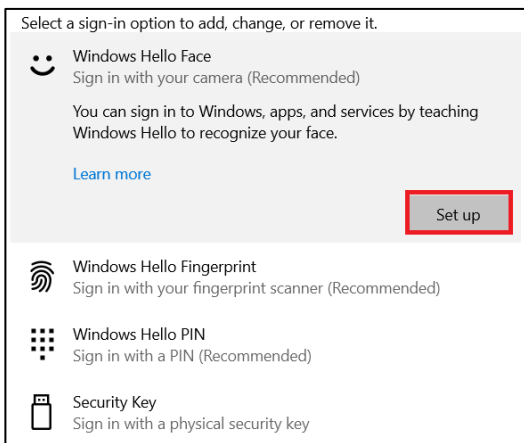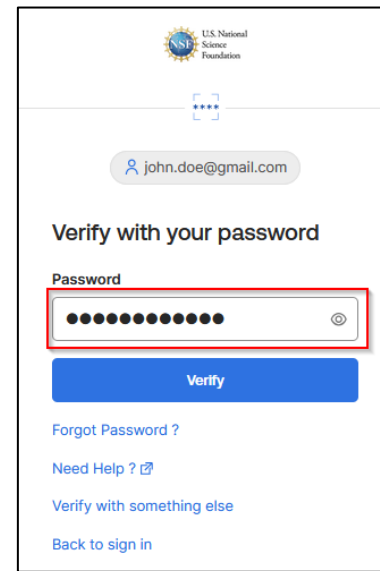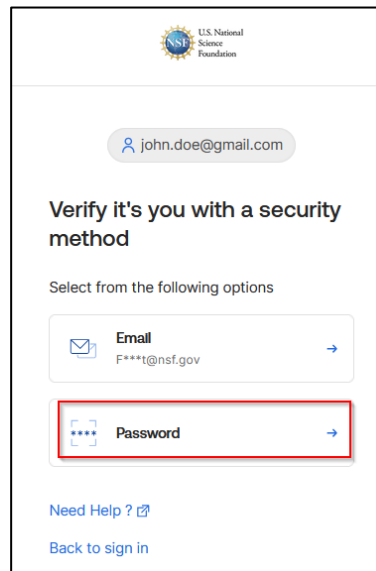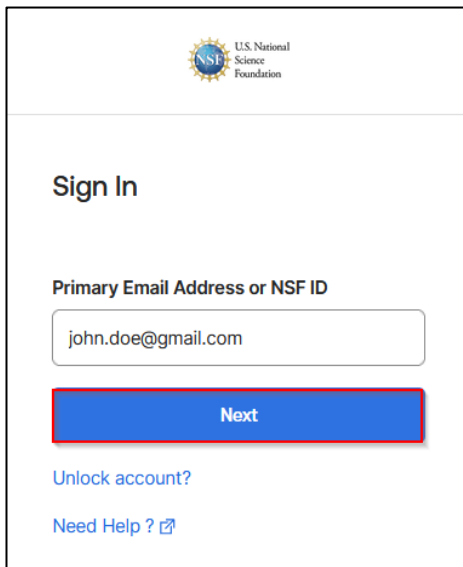

Facial Recognition: Verify & Set up

1. Open **Research.gov**
2. Click **Sign In** located at the top of the screen to enter NSF account credentials
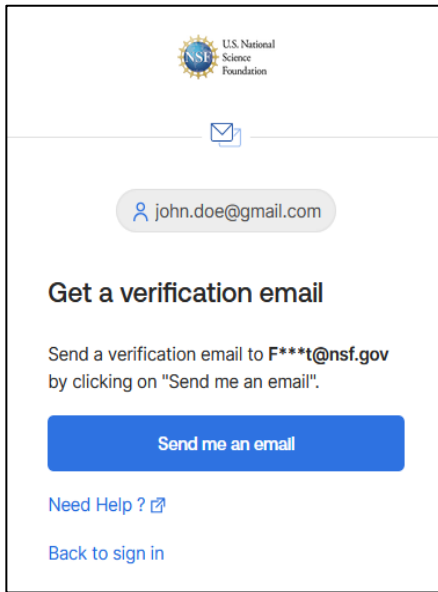3. Click **Sign In Using NSF Credentials.**
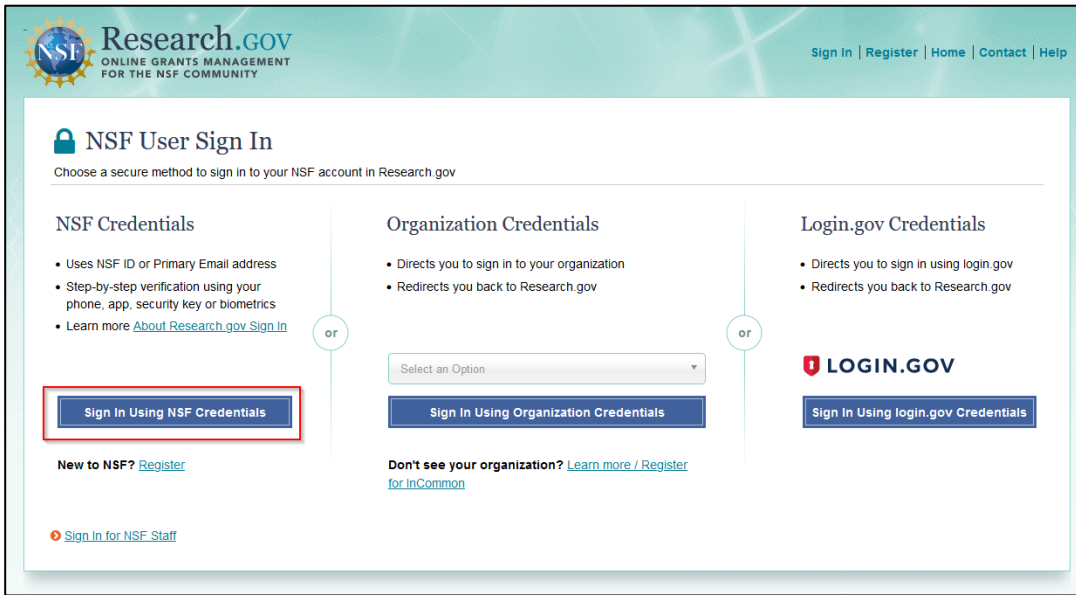
4. Enter your **Primary Email Address or NSF ID** and click **Next**
5. Enter your password then click **Verify**

If you are setting up a security method for the first time on your account, you will be prompted to verify your account via email. Your email address is another form of verification used to ensure you are the account owner.

6. Click **Send me an email**.
7. Once you click on **Send me an email**, you will receive a **one-time verification code** email from **nsfextloginnoreply@nsf.gov** to your Primary Email address you used when you registered for Research.gov.
   Note: If you prefer to use a code instead, you can click **Enter a verification code instead.** Enter the 6-digit code at the bottom of the Account password reset email then click **Verify**.

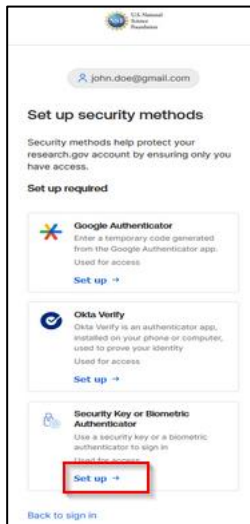8. Click **Sign In** from the email. After you click on **Sign In**, you will be required to set up an additional security method. (Your security methods displayed will depend on your role(s))
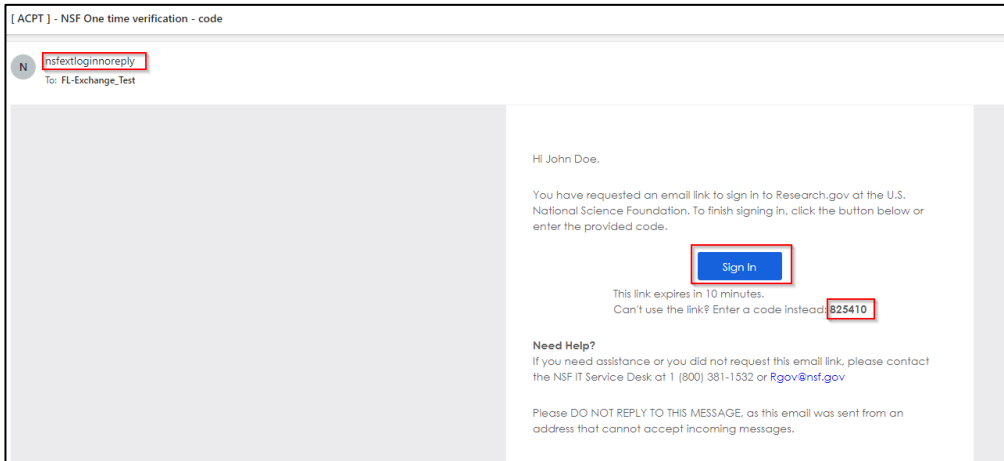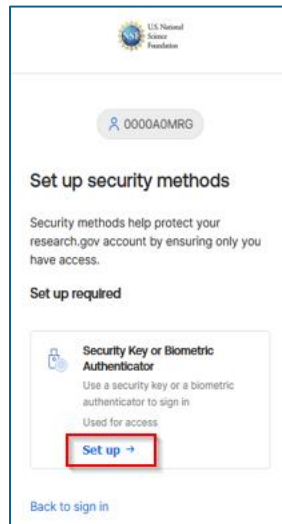
9. The Set-up security methods menu appears
10. From the browser, click **Set up** under **Security Key or Biometric Authenticator** from the **Set up security** methods screen.
11. Click **Set up**.

<div align="center">

**Regular Users**   **Administrator or Financial Users**
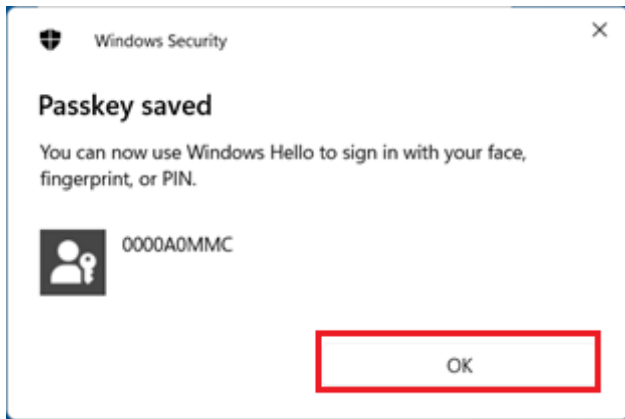
</div>

12. Select **More choices.**
13. Select **Face.** Once your camera has detected your face, click **OK**.
14. Click OK
    Note: Depending on your role(s), you may get prompted to set up additional security methods. If you choose not to at this time, click **Continue**.
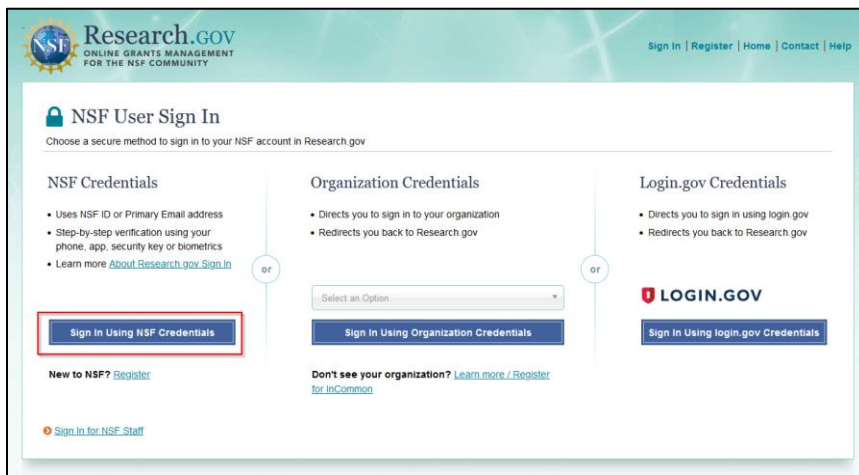15. You will be authenticated and navigated to the application you are trying to access.
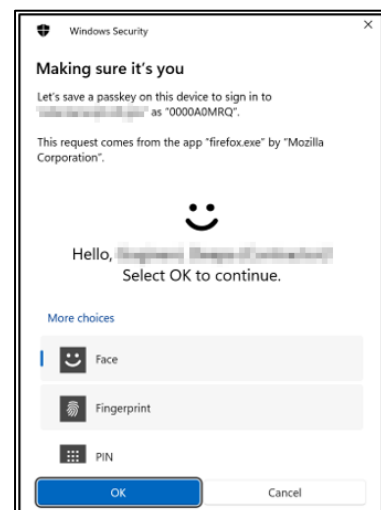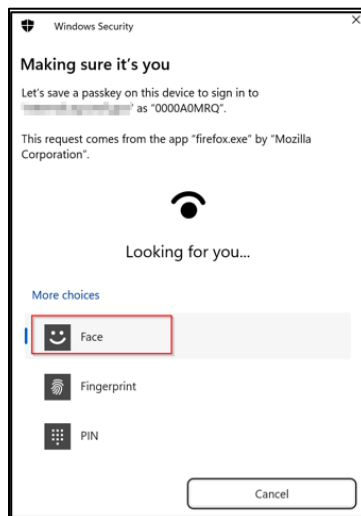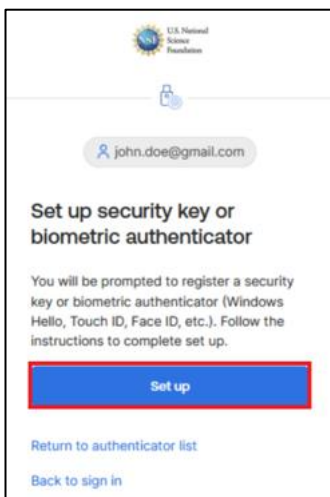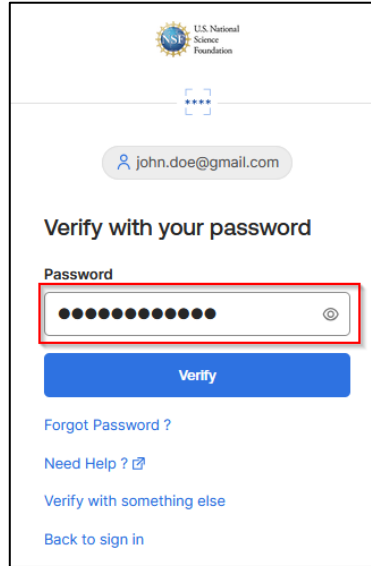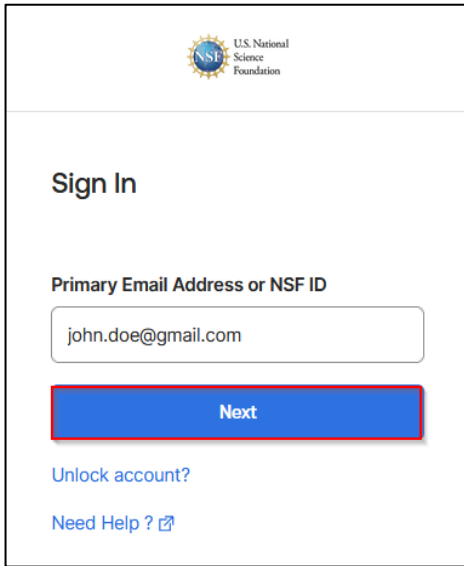
Facial Recognition: Signing In

1. Open **Research.gov**
2. Click **Sign In** located at the top of the screen to enter NSF account credentials
3. Click **Sign In Using NSF Credentials.**

4. Enter your **Primary Email Address or NSF ID** and click **Next**
5. Enter your password then click **Verify**

6. Select the **Security Key or Biometric Authenticator** to use the facial recognition option. If you do not see the Face option, select More choices.
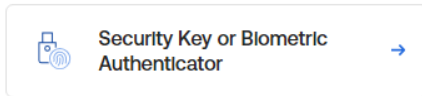
7. Select **Face**.
8. Ensure your camera device is turned on.
9. Position your face in front of your camera device.
10. Once your camera has recognized your face, you will be prompted to click **OK**.
11. Once you click **OK**, you will be authenticated and navigated to the application you are trying to access.