

Okta Verify is available as a security method for users who do not have a financial or administrative role in Research.gov. You can only use this security method if you have a mobile device.

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ONLINE GRANTS MANAGEMENT

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Okta Verify: Before you Begin

To setup using Okta Verify, the Okta Verify application needs to be installed on the mobile device. (For an iOS device, install the application from the **App store**. For an Android device, install the app from the **Play Store**.)

NOTE: DO NOT DELETE THE OKTA VERIFY APP FROM YOUR MOBILE DEVICE. YOU WILL NEED IT TO SIGN IN EACH TIME.

Operating System	Download Instructions
Apple/iOS	1. Find the App Store icon on your device and tap to open
	2. Using the search function simply type in 'Okta Verify' and tap the search icon
	Q Okta Verify 💿 Cancel
	3. The Okta Verify app will display.
	NOTE: Ensure you are downloading the correct app. Okta Verify is a free download. No
	purchase is necessary.
	4. Tap on the applicon and then the Get button.
	Okta Verify Business Get
	5. Once Okta Verify is installed, the Install button will now show Open
	Open
	You now have the Okta Verify app on your iOS device and you can authenticate with your code
Android	Download Okta Verify on your Android device:
	1. Find the Google Play icon on your device and tap to open
	2. Using the search function simply type in 'Okta Verify' and tap the search icon
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	3. The app will display.
	NOTE: Ensure you are downloading the correct app. Okta Verify is a free download. No
	purchase is necessary.



4. Tap on the app icon and then the 'install' button.	
Okta Verify Okta Inc.	
5. Once Okta Verify is installed, the Install button will now show Open	
Okta Verify Installed Open	

Okta Verify: 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 Your NSF Account



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



U.S. National Science Foundation	U.S. National Science Foundation	U.S. National Science Foundation
Sign In	A john.doe@gmail.com	X john.doe@gmail.com
	method	Verify with your password
Primary Email Address or NSF ID	Email →	••••••
Next	Password →	Verify Forgot Password ?
Unlock account? Need Help ? I최	Need Help ? 亿 Back to sign in	Need Help ? 🗗 Verify with something else Back to sign in

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.
- Once you click on Send me an email, you will receive a one-time verification code email from <u>nsfextloginnoreply@nsf.gov</u> to your Primary Email address you used when you registered for Research.gov. <u>Note:</u> 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.

13. National Science Fundación	US National Science Foundation	U.S. National Science Foundation
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		Verify with your email
Get a verification email	Verify with your email	We sent an email to F***t@nsf.gov. Click
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by clicking on "Send me an email".	the verification link in your email to continue	Enter Code
	or enter the code below.	825410
Send me an email	Enter a verification code instead	Verify
Need Help ? 🖉	Need Help ? ₫	Need Help ? 17
Back to sign in	Back to sign in	Back to sign in

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))



[ACPT] - NSF One time verification - code	
N nsfextloginnoreply To: FL-Exchange Test	
	Hi John Doe, You have requested an email link to sign in to Research.gov at the U.S. National Science Foundation. To finish signing in, click the button below or enter the provided code. Sign In This link expires in 10 minutes. Can't use the link? Enter a code instead: 828410
	Need Help? If you need assistance or you did not request this email link, please contact the NSF IT Service Desk at 1 (800) 381-1532 or Rgov@nsf.gov Please DO NOT REPLY TO THIS MESSAGE, as this email was sent from an address that cannot accept incoming messages.

9. The Set-up security methods menu appears

Regular Users

Administrator or Financial Users



- 10. Click Set up under Okta Verify from the Set-up security methods screen.
- 11. A QR code will be displayed, do not scan the QR code until you get to step 19.



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Seruh	o security methods	X Jonn.doe@gmail.com
Security research	- methods help protect your .gov account by ensuring only you	Set up Okta Verify
have acc Set up n	ess. equired	 On your other device, download the Okta Verify app from the App Store® (iPhone® and iPad®) or on Google Play (Android® devices)
*	Google Authenticator Enter a temporary code generated from the Google Authenticator app. Used for access	 Open the app and follow the instructions to add your account When prompted, tap Scan a QR code, then scan the QR code below:
	Set up →	
© [Okta Verify Okta Verify is an authenticator app, installed on your phone or computer, used to prove your identify Used for access Set up →	
to	Security Key or Biometric Authenticator Use a security key or a biometric authenticator to sign in Used for access	Can't scan?
	Set up →	Return to authenticator list
Back to s	sign in	Back to sign in

- 12. On a mobile device, open the **Okta Verify** application.
- 13. Select **Get started** on your mobile device.
- 14. Select Next.
- 15. Click Add account at the bottom of the screen on your mobile device.



- 16. Select **Organization** on your mobile device.
- 17. Select Skip if you're prompted to add an account from another device on your mobile device.
- 18. Click Yes, ready to scan. on your mobile device.





- **Note:** You may be requested to Allow Okta Verify to take pictures and record video.
- 19. Position the mobile device camera square over the QR code displayed until it scans the link.
- 20. Once the QR code is scanned, you can select Got it or Skip based on your preference, on the Account Added screen, click **Done** on your mobile device.



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Note: Depending on your role, you may get prompted to set up additional security methods. If you choose not to at this time, click **Continue**.

21. You will be authenticated and navigated to the application you are trying to access

Okta Verify: Signing In Using a Code

Note: You will need to use the same mobile device used during set-up to authenticate

- 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.



Research.gov		Sign In Register Home Contact Help
NSF User Sign In Choose a secure method to sign in to your NSF according to the secure method to sign in the secure	punt in Research.gov	
NSF Credentials	Organization Credentials	Login.gov Credentials
Uses NSF ID or Primary Email address	Directs you to sign in to your organization	Directs you to sign in using login.gov
Step-by-step verification using your phone, app, security key or biometrics	Redirects you back to Research.gov	Redirects you back to Research.gov
Learn more <u>About Research.gov Sign In</u> or		or
	Select an Option	ULOGIN.GOV
Sign In Using NSF Credentials	Sign In Using Organization Credentials	Sign In Using login.gov Credentials
New to NSF? Register	Don't see your organization? Learn more / Register for inCommon	
Sign In for NSF Staff		

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

US. National Science	U.S. National Science Foundation	U.S. National Science Foundation
	A john.doe@gmail.com	A john.doe@gmail.com
Sign in	Verify with your password	Verify it's you with a security method
Primary Email Address or NSF ID	Password	Select from the following options
john.doe@gmail.com	Verify	Enter a code →
Next	Forgot Password ?	Okta Verify → Get a push notification →
Unlock account? Need Help ? 12	Verify with something else	Need Help ? 🗗
		Dack to sign in

6. On a mobile device, open the Okta Verify app 💟 and locate your NSF account.

7. The verification code is displayed.



8. Enter the 6-digit code and click Verify.

NOTE: Each code will only be displayed for 30 seconds. Wait for the code to change before you enter in the 6 digits so you have enough time, or you may receive an error.



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 okta.okta.com
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 overview
 Face ID or Passcode Confirmation

 During verification, Okta Verify will ask for
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 your Face ID or passcode. Confirmation type depends on your organization's settings.
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 You will be authenticated and navigated to the application you are trying to access.
 NOTE: DO NOT DELETE THE OKTA VERIFY APP FROM YOUR MOBILE DEVICE. YOU WILL NEED IT TO SIGN IN EACH TIME.

Okta Verify: Signing In Using a Push Notification

Note: You will need to use the same mobile device used during set-up to authenticate. When you set up-up Okta Verify, the Okta Verify Push notification security method is automatically added as one of your sign-in option.

- 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.



gov ization Credentials you to sign in to your organization :ts you back to Research.gov	Login.gov • Directs you • Redirects yo	v Credentials to sign in using login.gov vu back to Research gov
ization Credentials you to sign in to your organization :ts you back to Research.gov	Directs you Redirects you	v Credentials to sign in using login.gov bu back to Research.gov
you to sign in to your organization :ts you back to Research.gov	Directs you Redirects you	to sign in using login.gov ou back to Research.gov
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e your organization? Learn more / Register nmon		
	Sign in Using Organization Credentials se your organization? <u>Learn more / Register</u> mmon	Sign In Using Organization Credentials Sign In Using Sign

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

U.S. National Science Foundation	US National Science Foundation	US, National Scince Foundation
Sign In	A john.doe@gmail.com Verify with your password	R john.doe@gmail.com Verify it's you with a security method
Primary Email Address or NSF ID	Password	Select from the following options Okta Verify Enter a code →
Next Unlock account?	Verify Forgot Password ? Need Help ? ট্রে	Okta Verify Get a push notification
Need Help ? 🗗	Verify with something else Back to sign in	Need Help ? 12 Back to sign in

- 6. After entering your password, click Send push
- 7. The OKTA Verify application on the mobile device displays a notification that says **Did You Just Try to Sign In**.
- 8. The notification may be small or full page, depending on whether your mobile device is locked or unlocked.



9. Click **Yes**, **it's me** on your mobile device, you will be authenticated and navigated to the application you are trying to access.

Note: If you check the **Send push, automatically** check box, it will allow you to bypass the Send push prompt the next time you sign-in.

