

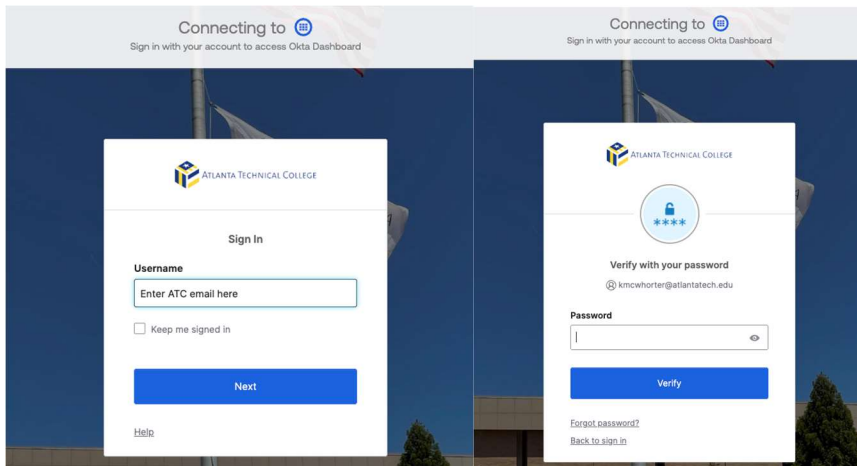
OKTA Verify Instructions

How to install OKTA

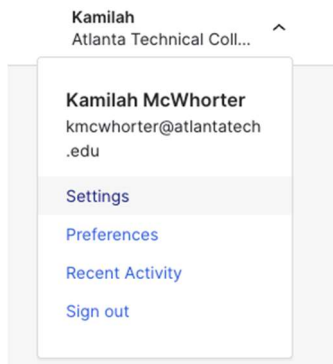
- Install the **OKTA Verify** application (not OKTA Mobile or OKTA Personal) onto your device from your Apple App Store or Google Play Store.



- Log into OKTA from your computer or tablet browser. <https://atlantatech.okta.com>



- Once signed in, select the icon in the top right-hand corner next to where your name is displayed and select “settings”

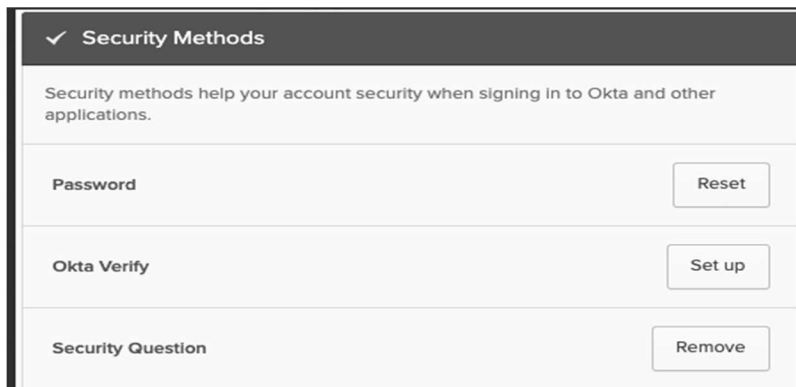
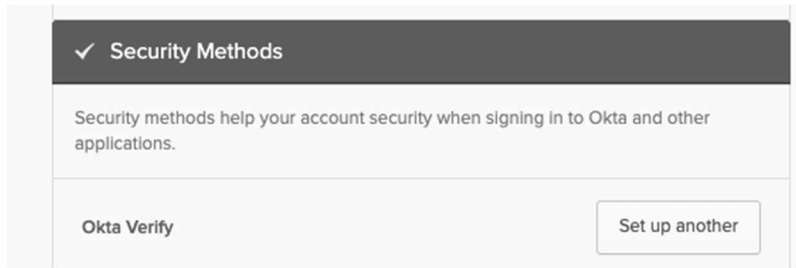


- If the “edit profile” button appears, select it and please enter your OKTA password if prompted.
- If you are not prompted, please selected “enter a verification code instead” and enter the code that is sent to your email address.

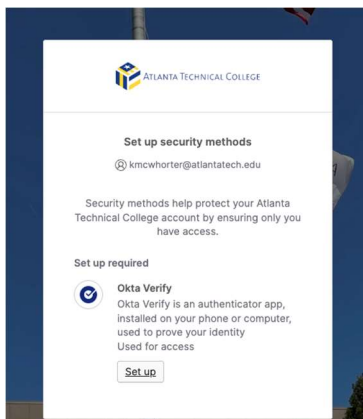
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How to install OKTA continued...

- If OKTA verify is displayed under the security methods section, please select “set up another” and enter your password and confirm the verification code sent to your email.



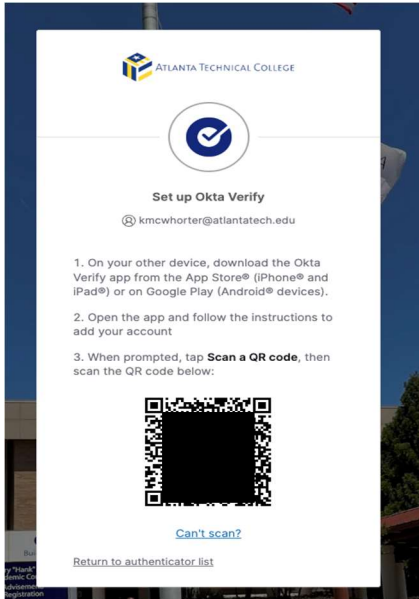
- Select “Set up” to save this method





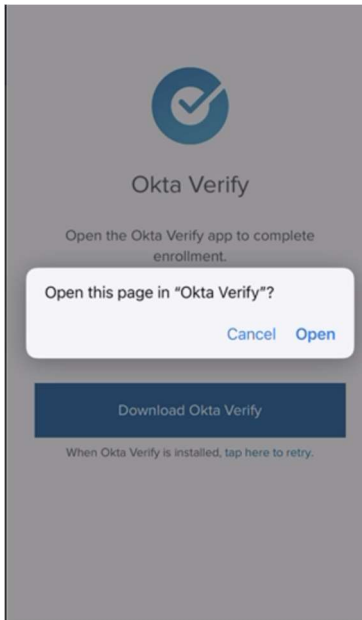
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- The QR code will then be displayed



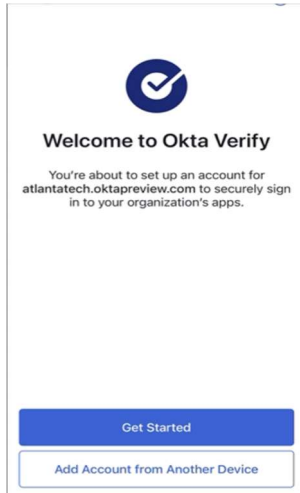
Install the OKTA verify app on your device

- Visit the App store on iPhone or Google play on android to install the application.

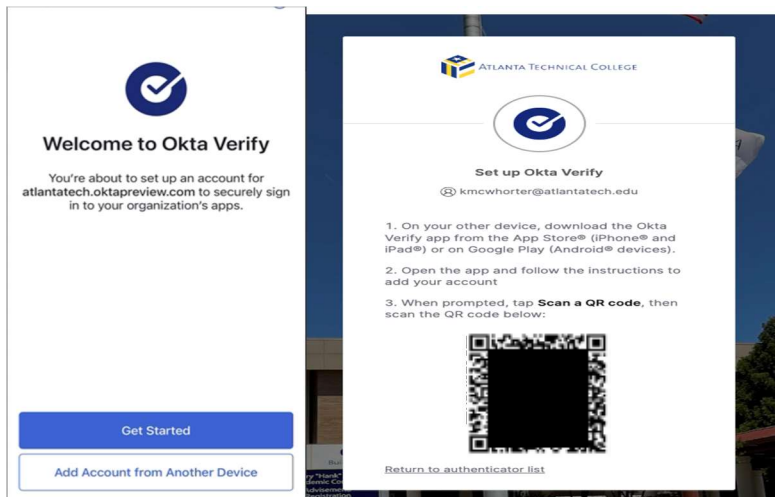


OKTA Verify Instructions

- Open OKTA Verify and follow the instruction on the screen



- Select “Add account” then choose the “organization” to scan the QR code shown during your setup process



- If prompted, allow push notifications on your device so you can approve future sign-in notifications without opening the OKTA verify app
- If installing on an android 13, confirm that you would like OKTA to verify to show notifications and enable your biometrics preference (Please note this step cannot be done on android 12 or earlier)
- Lastly, select done to complete the enrollment process and then finish.
- Confirm that you can access the ATC OKTA sign in dashboard, if not please contact the IT helpdesk at 404-225-4423.
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