## Enable or Disable Two Step Login

Last Modified on 09/16/2020 10:38 am MDT

## Go to employee Profile Tab

| Ed                           | t P   | rofile for 1      | Kaylie To      | th    |
|------------------------------|-------|-------------------|----------------|-------|
| Edit Availability & Days Off |       |                   |                |       |
| Pro                          | ofile | Schedules / Roles | Salary / Wages | Permi |
|                              |       |                   |                |       |

## Scroll to Security

There are two methods available for multi-factor authentication: use either**Google** authentication or **Text** authentication. Complete by pressing**Update Account**.



To turn OFF your own Two-Step authentication, or if you are a manager, to turn off an employee's authentication, deselect the method used, and **Update Account**.

| Google® 2-Step Secure Login. is makes your Dolce S | g in<br><b>e between 2 Multi-Factor Authentica</b><br>ioftware login extra secure. You will be<br>login. This is not associated with |  |
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| utended Contect Information for Da                 |  |  |