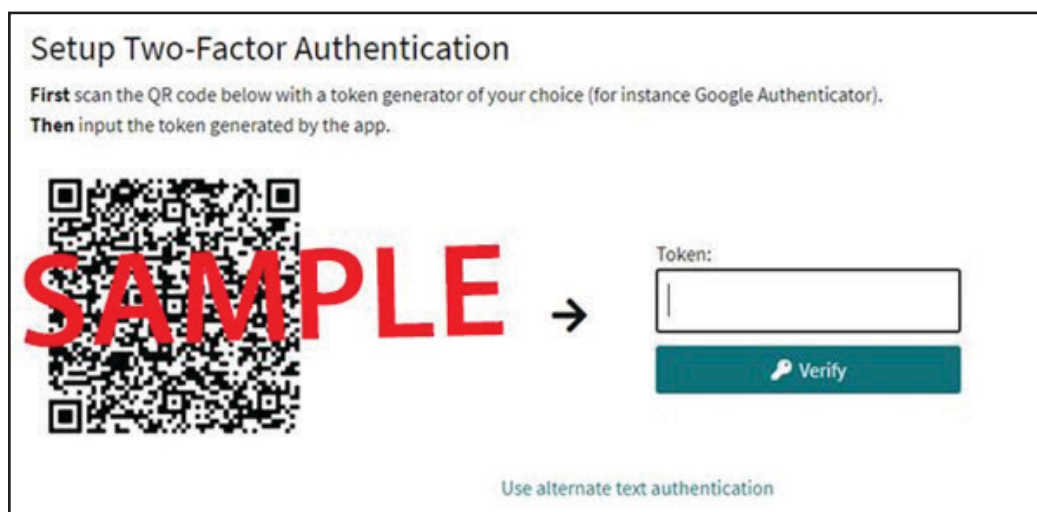




Setup Two-Factor Authentication

Two-factor authentication provides a higher level of protection for you by making it harder for attackers to gain access to a person's devices or online accounts, because knowing the victim's password alone is not enough to pass the authentication check.

Each time you log in to our PPP portal with your password, you will be prompted to select a second form of authentication— either a QR code or text verification. Here is the screen you will see:



The screenshot shows a web interface for setting up two-factor authentication. At the top, it says "Setup Two-Factor Authentication". Below that, instructions read: "First scan the QR code below with a token generator of your choice (for instance Google Authenticator). Then input the token generated by the app." A QR code is displayed on the left, with the word "SAMPLE" in large red letters overlaid on it. An arrow points from the QR code to a text input field labeled "Token:". Below the input field is a green button with a checkmark icon and the word "Verify". At the bottom of the screen, there is a link that says "Use alternate text authentication".

Choose either one of these methods for your second type of authentication:

- Scan a QR code with your smart phone, which also requires an authentication application of choice (Google authenticator, Microsoft Authenticator are examples), or
- Select "Use alternate text authentication," which will send a text message to your mobile device.

If you have any questions about this or need assistance, please reach out to Karl Spaay, AVP-Business Credit Manager at kspaay@icbk.com or by phone at **(920) 686-5676**.