

Doctors Technology Office  
**TECHNICAL BULLETIN**

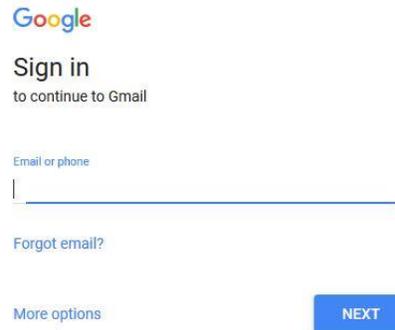
<b>DTO TB - #18-001</b>	<b>Two-Factor Authentication (2FA)</b>
<p><b>Target Audience</b> This bulletin is intended for physicians and local IT specialists to help improve security in accessing Gmail.</p> <p><b>Objective</b> To provide an overview of what “two-factor” authentication is and how to set it up for Gmail.</p> <p><b>Brief Description</b> 2-Step or multiple-step verification, commonly known as two-factor authentication (2FA), describes the type of access that requires two distinct, a second level, of authentications. A log-in that requires a user ID and a password is considered single-factor authentication. If two out of the three of the following is required before one is given access, it's considered 2FA:</p> <ul style="list-style-type: none"> <li>• Something you know, such as: <ul style="list-style-type: none"> <li>○ Personal Identification Number (PIN)</li> <li>○ Password</li> <li>○ Physical movement pattern</li> </ul> </li> <li>• Something you have, such as: <ul style="list-style-type: none"> <li>○ Phone/mobile phone</li> <li>○ ATM card</li> <li>○ Key fob</li> </ul> </li> <li>• Something you are, such as a biometric like a fingerprint <ul style="list-style-type: none"> <li>○ Voiceprint</li> <li>○ Fingerprint</li> <li>○ Retina scan</li> </ul> </li> </ul> <div style="margin-left: 400px;"> <p><b>Any combination of two of the three will be considered 2FA</b></p> <p>Ex: Credit card with a pin/ password plus finger print/ login password plus RSA token</p> </div> <p><b>Potential Impact</b> 2FA deployment will definitely take more time to initiate and execute, but the increase in security is well worth the effort. The complexity of the process will depend on the vendor (LinkedIn, Twitter, Microsoft, Google etc.) providing the access.</p> <p><b>Background</b> Over the past few years, an increasing number of organizations are offering their online customers an extra measure of security in two-factor authentication (2FA). As users become increasingly tired of remembering complex passwords which are often stolen or forgotten, they are no longer considered “good enough”. Although 2FA is no “silver bullet”, both setting up, and using 2FA is no longer that complex.</p>	

## Setting Up 2FA for Gmail Using Your Cell Phone: Instructions

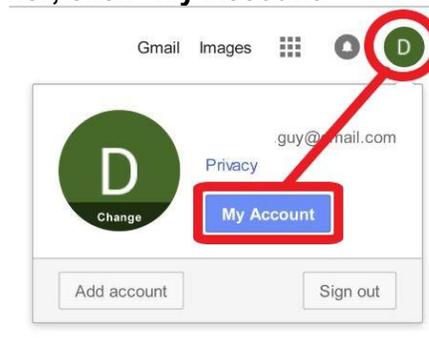
Gmail offers several ways to implement 2FA (what Google calls 2-step verification). The following is a step by step process of how to setup 2FA using your cell phone as the second factor. In other words, whenever you log into this Gmail account, you would get an automatic phone call from Google, waiting for verification that it's really you requesting access. Avoid SMS typed 2FA.

### Steps:

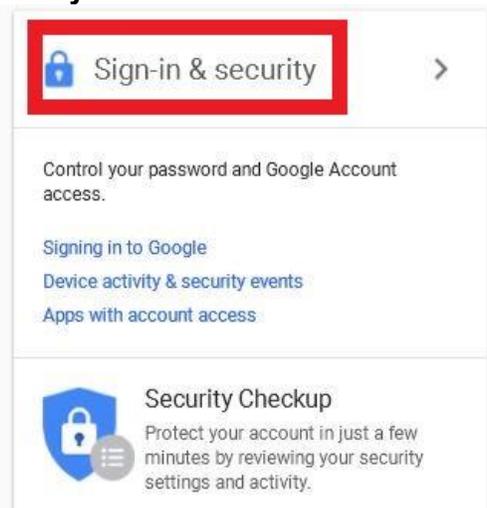
#### 1. Log into your Gmail account



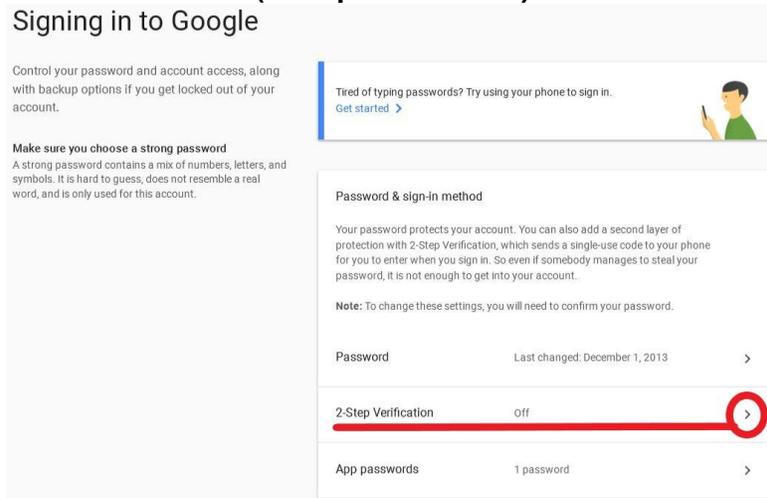
#### 2. Upper right-hand corner, click "My Account"



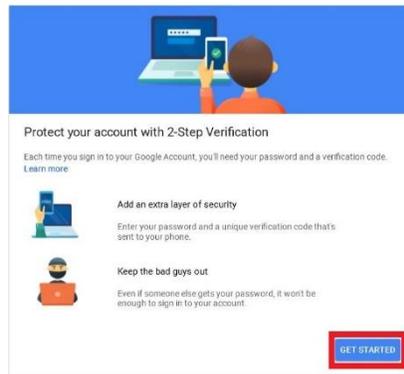
#### 3. Click "Sign-in & Security"



**4. Click arrow and turn “ON” (2-Step Verification)**

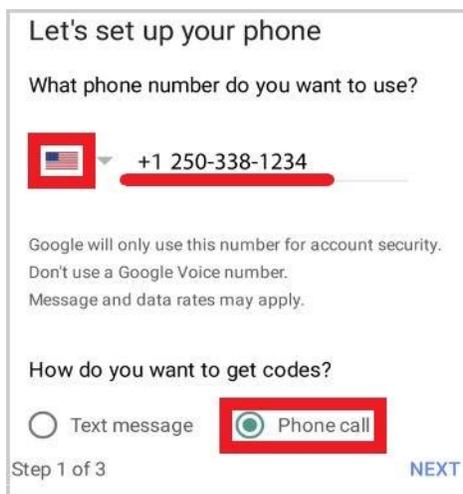


**5. Click “Get Started”**



6. At this point, you need to **log in AGAIN** – with your password.

7. Click NEXT after you enter your country and phone. For ease of use, **select “Phone call”**. You would receive a phone call from Gmail to verify that it’s really you making the request.



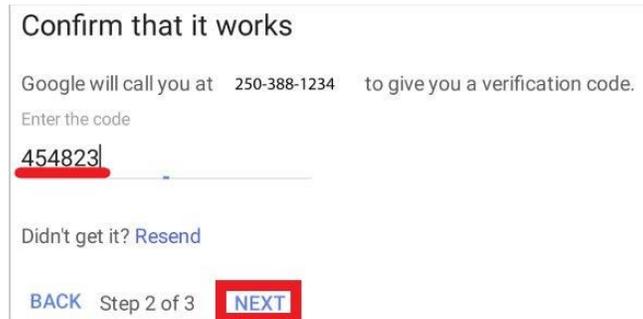
Author: Patrick Wong

Original Date Created: 2018-02-01

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A list of other technical bulletins can be found at <https://www.doctorsofbc.ca/technical-bulletins>

8. To confirm, **you will receive a phone call from Gmail** with a set of numbers. Enter them.



Confirm that it works

Google will call you at 250-388-1234 to give you a verification code.

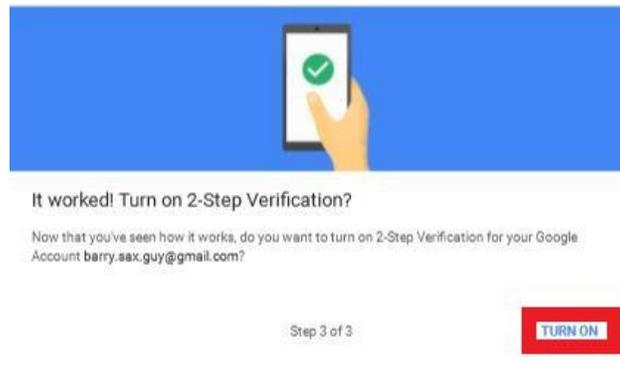
Enter the code

454823

Didn't get it? Resend

BACK Step 2 of 3 NEXT

9. Click "Turn On"



It worked! Turn on 2-Step Verification?

Now that you've seen how it works, do you want to turn on 2-Step Verification for your Google Account barry.sax.guy@gmail.com?

Step 3 of 3

TURN ON

Now you will be alerted whenever your Gmail account is being accessed.  
*Note: These steps may change as Gmail makes changes to their options.*

**Additional Resources:**

[Google 2-Step Verification](#)  
[Video to use alternate 2-Step Verification](#)  
[Amazon.ca 2FA](#)

If you have any questions, want to suggest a topic, or would like more information contact:

**Doctors Technology Office**  
**Support Desk** 604-638-5841  
**Email:** [dtotechsupport@doctorsofbc.ca](mailto:dtotechsupport@doctorsofbc.ca)  
**Website:** [www.doctorsofbc.ca/doctors-technology-office](http://www.doctorsofbc.ca/doctors-technology-office)