

How to...

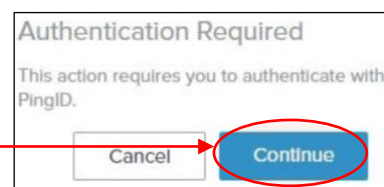
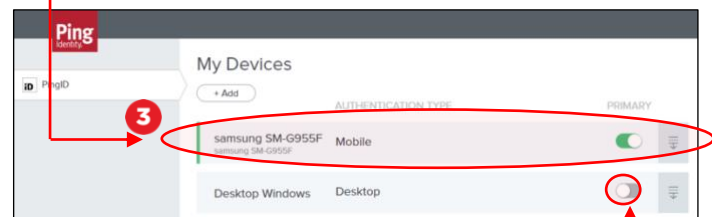
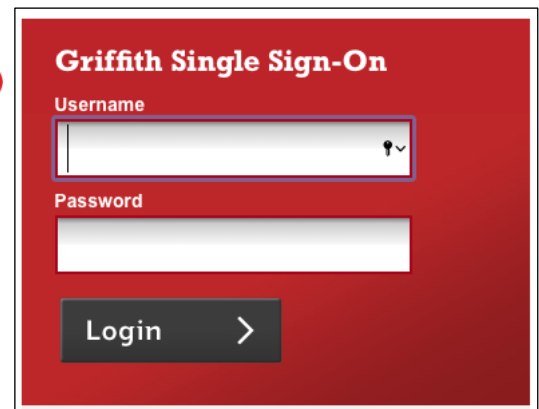
How to Change Your Primary Device for MFA

Introduction

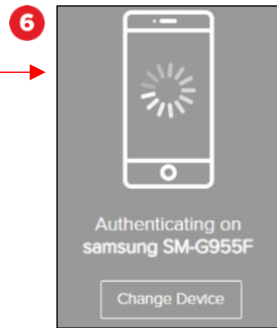
Multi-factor authentication is a way to ensure our accounts are highly-secured with multiple layers of security. PingID is the tool Griffith uses to enable MFA. This guide will show you how to change your primary device for PingID.

Step 1: Change your primary device for PingID

- 1 Login to the staff portal using your Griffith credentials.
- 2 When the authentication screen opens for your second form of identification, select **Settings**.
- 3 The **My Devices** page opens, showing the devices you currently have paired with your account. The primary device is shown in green.
- 4 Toggle the slider against the device you wish to set as primary (default) for MFA.
- 5 Select **Continue** to confirm.



6 You will be prompted to authenticate using your existing primary device. Provide that authentication by swipe/passcode as required.



7 The **My Devices** page will open and the new primary device will show in green.

