



MFA – Google Authenticator Guide

Table of Contents

Introduction..... 3

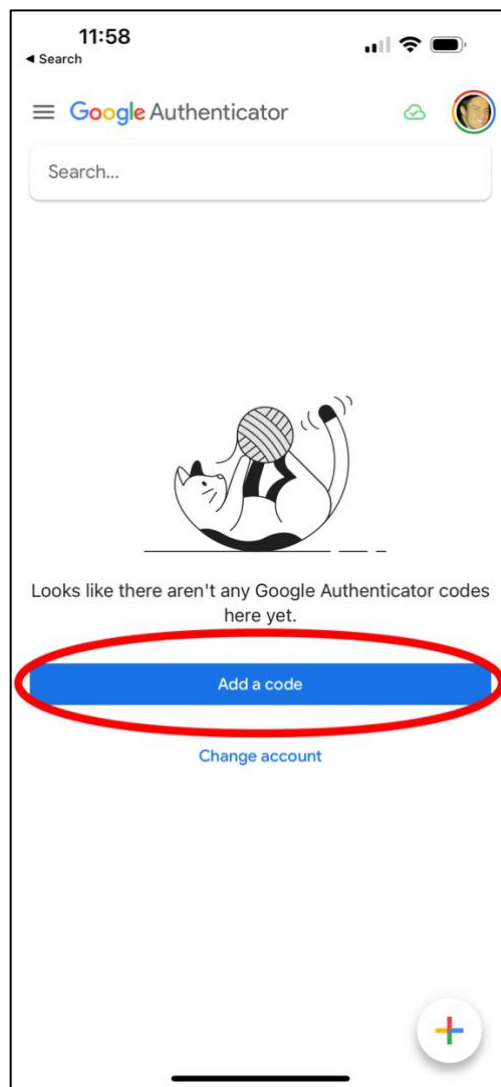
Steps..... 3

Introduction

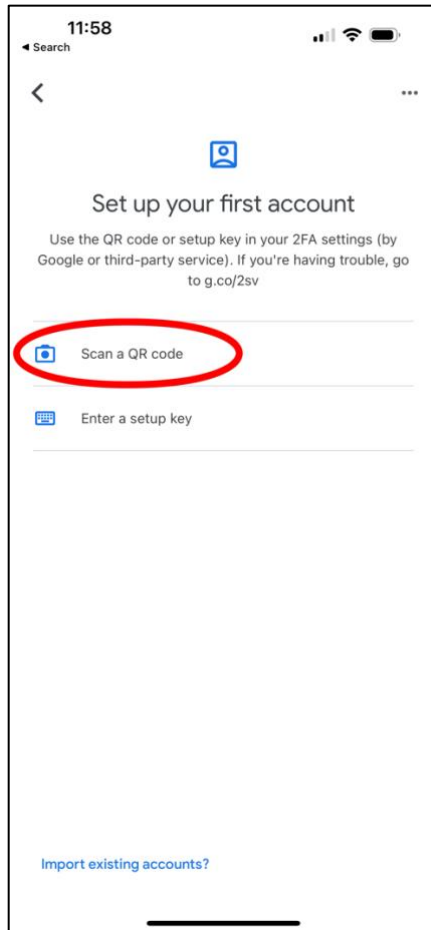
Google Authenticator is a mobile app that can be used as a second factor for multi-factor authentication (MFA) to access DealerBuilt. We have created a short guide on how to use it when enrolling in MFA but please consult Google's support pages for Google Authenticator if you need additional detail or if something in this guide does not appear to be up-to-date.

Steps

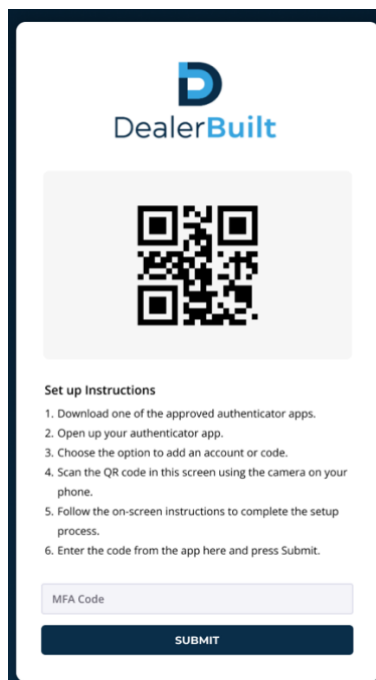
1. If you are on an Android phone, [download the Google Authenticator app from Google Play](#). If you are on an iPhone, [use the Apple App Store](#) to download the Google Authenticator app.
2. Open the app and you will see this screen, click Add a code:



3. Choose the option to Scan a QR code as shown below:



4. Login to DealerBuilt and you will see the QR code you need to scan after entering your username, password, and Dealer ID.



Use the phone on your camera, like you are taking a picture of the barcode on the screen in DealerBuilt, within the Google Authenticator app:



(The screenshot just shows the screen you will see in the Google Authenticator app, make sure you point it at the QR code on your computer screen!!)

5. Follow the on-screen instructions to complete the process and enter the code you receive in the MFA code box and hit Submit:

A screenshot of the DealerBuilt MFA setup screen. At the top is the DealerBuilt logo, consisting of a blue 'D' icon and the text 'DealerBuilt'. Below the logo is a large QR code. Underneath the QR code is a section titled 'Set up Instructions' with a list of six steps: 1. Download one of the approved authenticator apps. 2. Open up your authenticator app. 3. Choose the option to add an account or code. 4. Scan the QR code in this screen using the camera on your phone. 5. Follow the on-screen instructions to complete the setup process. 6. Enter the code from the app here and press Submit. At the bottom of the screen is a text input field labeled 'MFA Code' and a dark blue button labeled 'SUBMIT'.