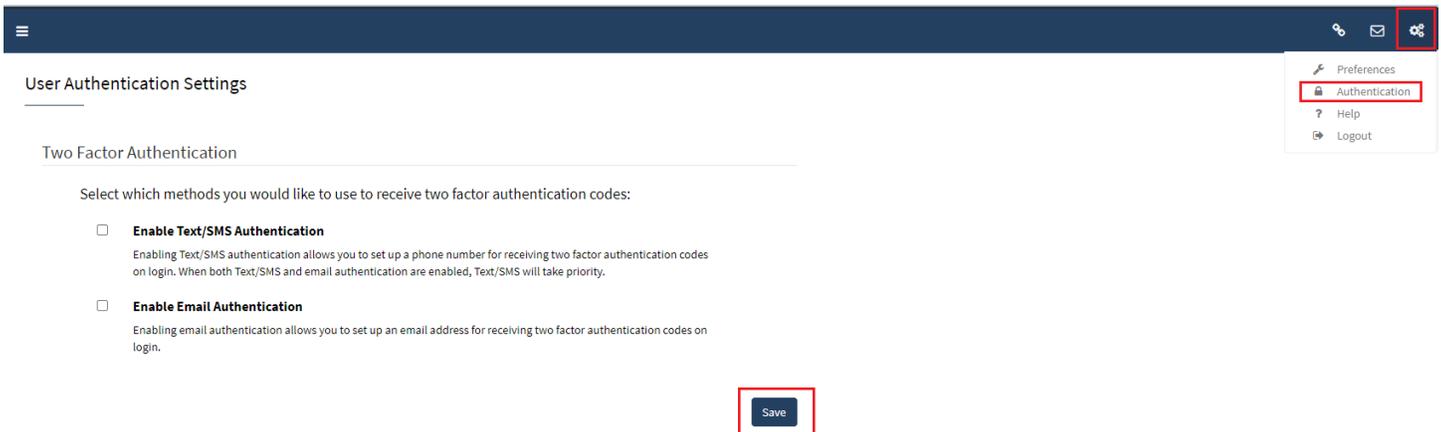


# How to enable Multi-Factor Authentication (MFA) in D2

- 1 Login to D2.XcelHR.com
- 2 Click the gear icon in the upper righthand corner of the screen.
- 3 Select 'Authentication'
- 4 Select the method of authentication you would prefer, either via mobile/SMS or email
- 5 Enter your mobile number or email address
- 6 Click 'Save'



User Authentication Settings

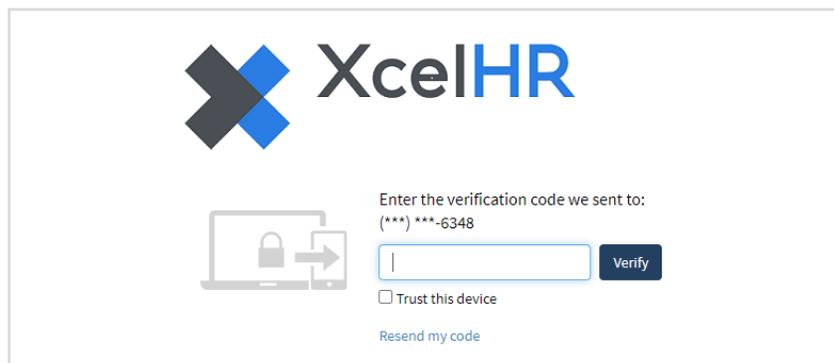
Two Factor Authentication

Select which methods you would like to use to receive two factor authentication codes:

- Enable Text/SMS Authentication**  
Enabling Text/SMS authentication allows you to set up a phone number for receiving two factor authentication codes on login. When both Text/SMS and email authentication are enabled, Text/SMS will take priority.
- Enable Email Authentication**  
Enabling email authentication allows you to set up an email address for receiving two factor authentication codes on login.

Save

- 7 Once MFA is enabled, you will receive a code via the method you selected (mobile or email)
- 8 Enter the verification code you received
- 9 Click 'Verify'



XcelHR

Enter the verification code we sent to:  
(\*\*\*)-6348

Verify

Trust this device

[Resend my code](#)