Setting up your Desktop Authenticator App

NATIONAL BOOK tokens

Go to www.nationalbooktokens.com/mfa to see this guide as a video

Please note that you may also need the Mobile App if you want to log on from PCs without a Desktop Authenticator App.

1 Go to **https://www.fisglobal.com/fis-authenticator**

Click on **"Get it for Windows"** and then **click the Version 2.2.3 Windows Installer download arrow** and install the App.

When you first open the desktop App select **"Only for me"** otherwise you will be asked to create a 6-digit PIN.

Get it for Windows 10

Version 2.2.3
Windows Installer

2 Logging into the NBT site with MFA:

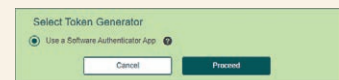Enter your User ID and tick **"Remember my User ID"** then click **"Proceed"**.

If shown, select **"Yes, this is my computer that I regularly use"**

Then enter your Password and click **"Sign In"**.

(Please note you cannot copy and paste your password; we advise that you select the eye icon before typing your password)
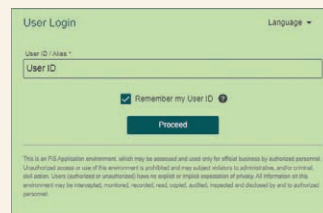
3 You will be notified that you must now use a One-Time PIN.
Click **"Proceed"**.

4 If your Authenticator App is installed, click **"Proceed"**.

If not, make sure your desktop app is installed before proceeding.

5 **Copy the Authenticator Secret Key - use Ctrl C to copy**

DO NOT click "Proceed" until you have copied (Ctrl C) the secret key and pasted (Ctrl V) this into the Authenticator App.

(We suggest that you also **save the "secret key"** and **screen shot the QR code** and save them in a safe location).

In the Desktop Authenticator App **press the + button** in the top right and select **"Enter Manually"**
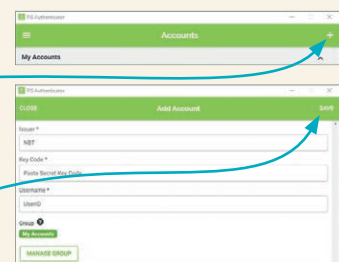
Now, Enter **"NBT"** in the Issuer field.

Paste (Ctrl V) the **Authenticator Secret Key** in the Key Code field.

Enter your **National Book Tokens User ID** into the Username field.

Press **"SAVE"**
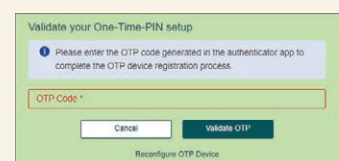
In the NBT website click **"Proceed"**

6 Next, **enter the 6-digit PIN Code** that you will see in the Desktop App into the website.

NOTE: this changes every 30 seconds, if the countdown is on less than 10, wait until the next PIN Code appears.

Then click **"Validate OTP"**.

You have now completed the set up.

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