USER GUIDE

Australian Stroke Data Tool (AuSDaT) multi-factor authentication (MFA)

When a user logs into the AuSDaT for the first time, and after they have confirmed their password, they will be required to set up their multi factor authentication.

1. Open or download an authenticator application on your smart phone. Authenticator applications include Okta verify, Microsoft authenticator and Google authenticator.
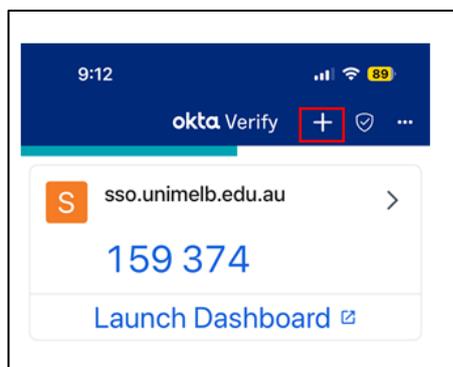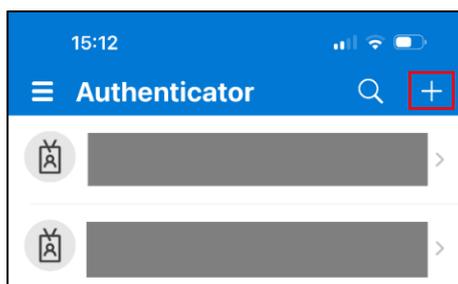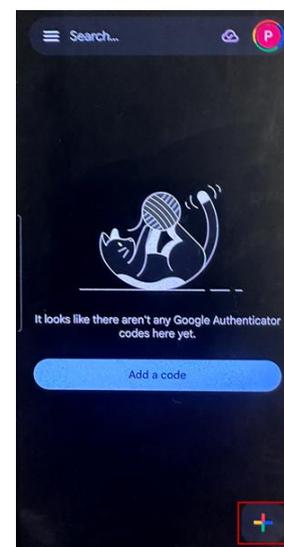

| Okta | Microsoft authenticator | Google authenticator |

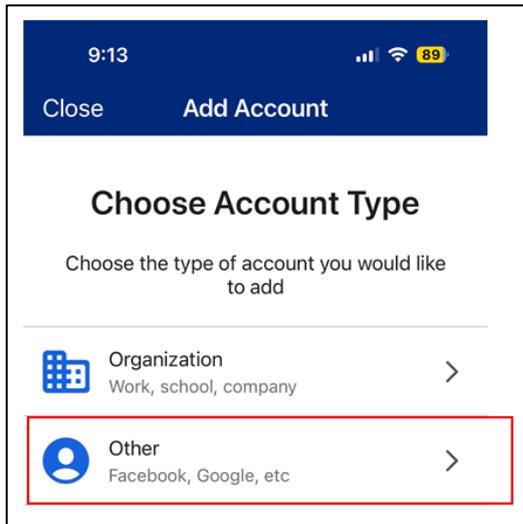2. Whichever authentication app you use: tap on the + icon.

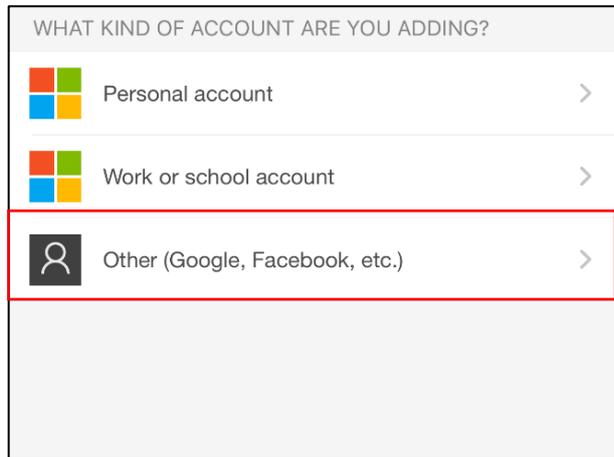| Okta | Microsoft authenticator | Google authenticator |

3. Okta and Microsoft authenticator: select "Other" account type. Go to step 4 for Google authenticator.

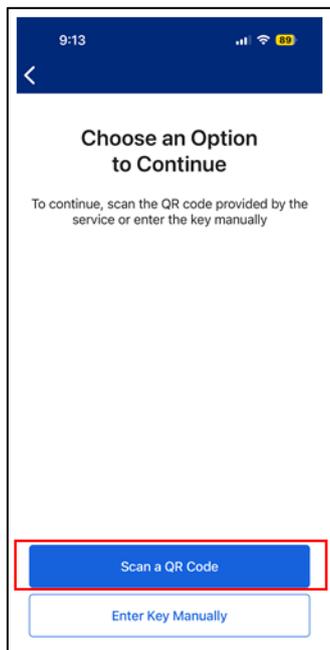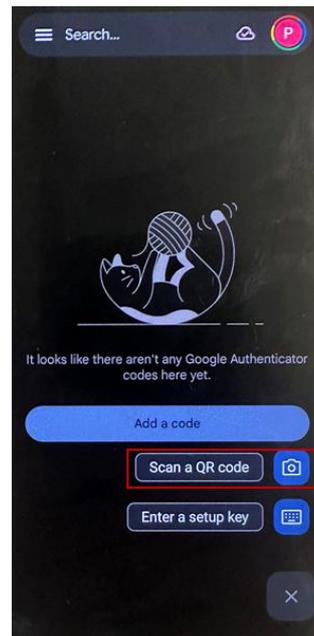Okta   Microsoft authenticator

4. Okta and Google authenticator: select "Scan the QR code". Go to step 5 for Microsoft authenticator.
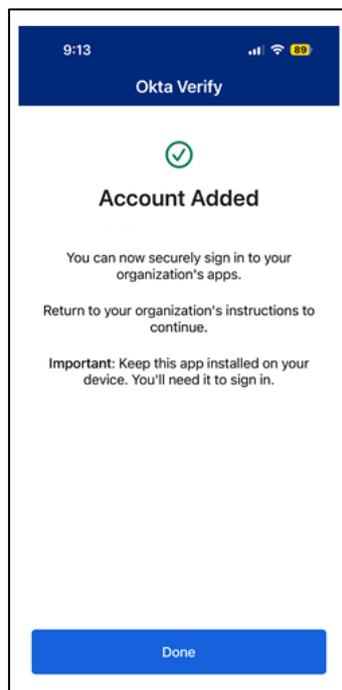

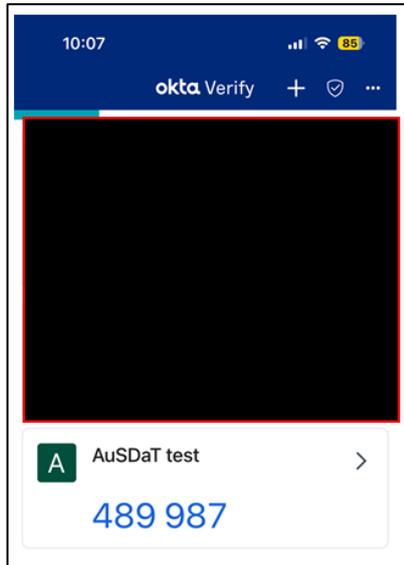Okta   Google authenticator

5. For all authentication apps: Go to "My Profile" in AuSDAT and click "enable" MFA. The following screen appears so scan the QR code
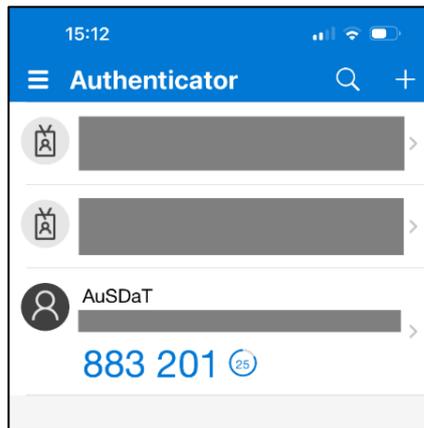

6. Okta: the app will then confirm multifactor authentication (MFA) has been enabled. Click "Done". Go to step 7 for Microsoft authenticator and Google authenticator.
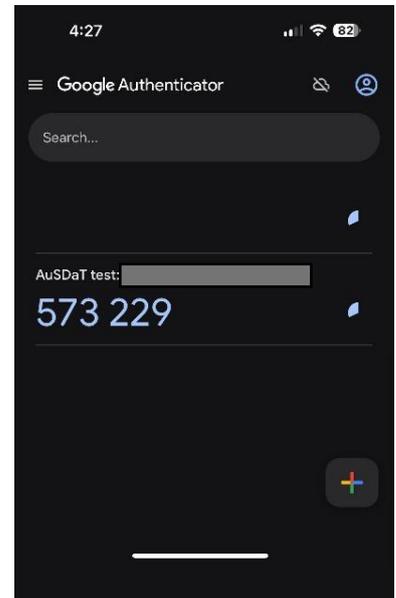
7. For all authentication apps: the app will automatically take you to the screen with all your accounts.

Okta

Microsoft authenticator

Google authenticator

8. Enter the 6 digit number that is displayed on the screen for your AuSDaT account and click "Confirm".

9. Accept the AuSDaT Terms and Conditions (if you have not already done this).

10. Confirmation that MFA has been enabled will be displayed.

Each time you log into the AuSDaT, you will be required to open your authenticator app and enter the number that is displayed in the AuSDaT section.

Frequently Asked Questions (FAQs)

Q: I scanned the QR code before downloading an authenticator application on my phone, what do I do?

A: Please contact your AuSCR data manager or ausdat@florey.edu.au to reset your MFA access. Include a contact phone number and preferred time for the AuSCR team member to call you. They will go through the steps with you over the phone.

Q: How can I set up MFA on my new phone?

A: Please contact your AuSCR data manager or ausdat@florey.edu.au to reset your MFA access and allow you to set this up on your new phone. Include a contact phone number and preferred time for the AuSCR team member to call you. They will go through the steps with you over the phone.

Q: I have forgotten to bring my phone to work, how can I access the AuSDaT?

A: Unfortunately, MFA cannot be disabled, so you will not be able to access the AuSDaT if you forget your phone.

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AUSTRALIAN STROKE
CLINICAL REGISTRY
FACILITATING QUALITY