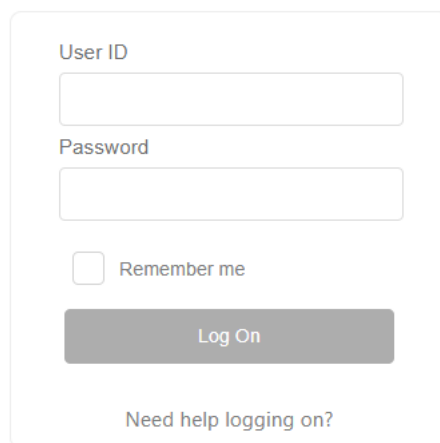


# What to Expect When Logging into Doubleknot with MFA Enabled

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Multi-Factor Authentication (MFA) adds an extra layer of security to your Doubleknot account. This guide outlines the steps you'll follow the first time you log in after MFA has been enabled.

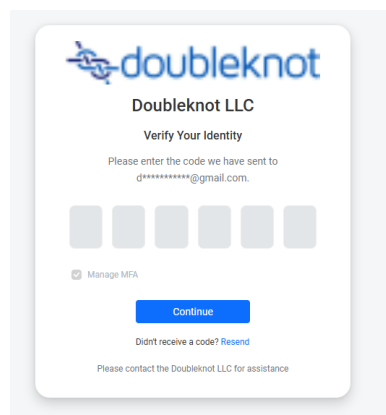
**Step 1.** Go to the Doubleknot login page and enter your username and password.



The screenshot shows a login form with the following elements:

- A text input field labeled "User ID".
- A text input field labeled "Password".
- A checkbox labeled "Remember me".
- A grey button labeled "Log On".
- A link below the button that says "Need help logging on?".

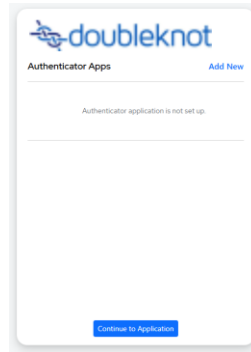
**Step 2.** After entering your credentials, you'll be prompted to verify your identity. You may be asked to enter a code from one-time code sent to your email.



The screenshot shows a verification page with the following elements:

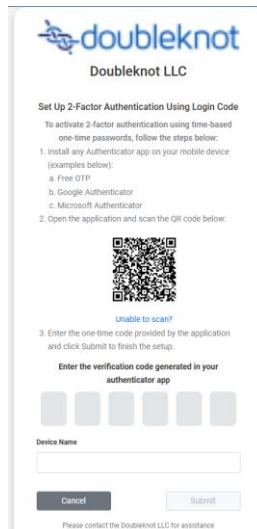
- The Doubleknot logo at the top.
- The text "Doubleknot LLC".
- The heading "Verify Your Identity".
- The instruction "Please enter the code we have sent to d\*\*\*\*\*@gmail.com." followed by a series of six empty input boxes for the code.
- A link that says "Manage MFA".
- A blue button labeled "Continue".
- A link that says "Didn't receive a code? Resend".
- A footer note: "Please contact the Doubleknot LLC for assistance".

**Step 3.** If this is your first time logging in with MFA, click “Add New” to begin configuring your authenticator app.



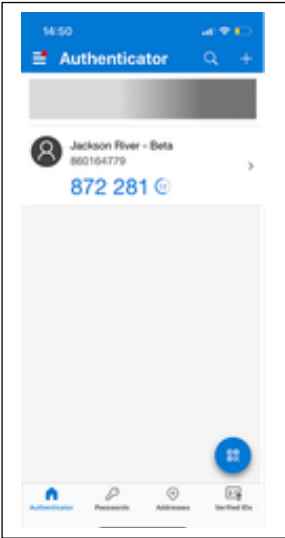
**Step 4.** Open your authenticator app (such as Google Authenticator or Microsoft Authenticator) on your phone. Use it to scan the QR code displayed on screen.

Once added, your app will begin generating 6-digit verification codes for Doubleknot.

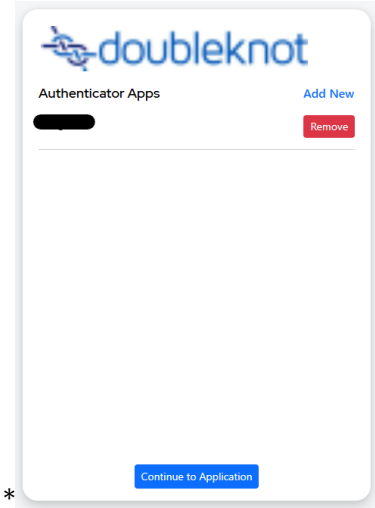


**Step 5.** Enter the 6-digit code from your authenticator app to complete setup.


You may also be asked to give your device a name (like 'Work Phone') so you can recognize it later.



**Step 6.** Once verified, you will see a confirmation and can click Continue to proceed to your Doubleknot account.



**Step 7.** On future logins, your authenticator app will be the default method of verification. If enabled by your organization, you may see the option to 'Remember this device for X days.'

 **doubleknot**

**Doubleknot LLC**

**Verify Your Identity**

Please enter the code we have sent to  
j\*\*\*\*\*@gmail.com.

**For added security, do not remember this device if it is shared or public.**

Remember this device for 30 days

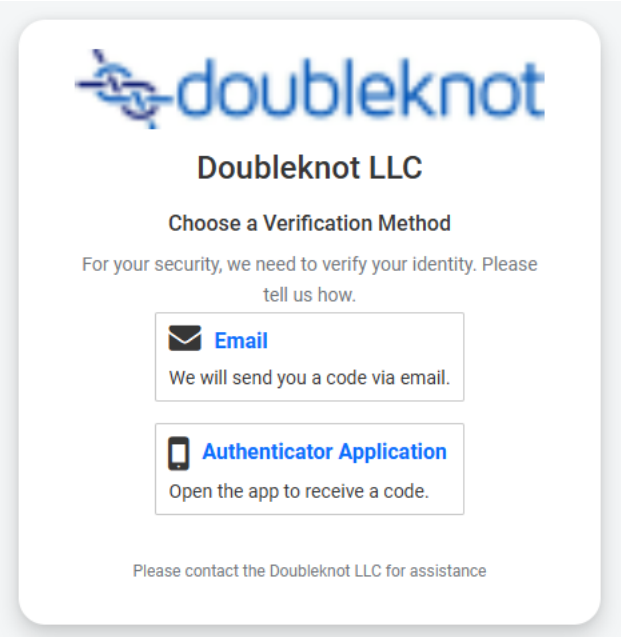
Manage MFA

[Continue](#)

Didn't receive a code? [Resend](#) or [Try Another Way](#)

Please contact the Doubleknot LLC for assistance

**Step 8.** If you don't have access to your MFA device, click the "Try another way" link to receive a verification code via email.



The screenshot shows a verification screen for Doubleknot LLC. At the top is the Doubleknot logo, which consists of a blue knot icon followed by the word "doubleknot" in a blue sans-serif font. Below the logo is the text "Doubleknot LLC" in a bold black font. Underneath that is the heading "Choose a Verification Method" in a bold black font. A paragraph of text follows: "For your security, we need to verify your identity. Please tell us how." There are two selection options, each in a white box with a thin grey border. The first option is "Email", preceded by a black envelope icon. Below it, the text reads "We will send you a code via email." The second option is "Authenticator Application", preceded by a black smartphone icon. Below it, the text reads "Open the app to receive a code." At the bottom of the screen, there is a small line of text: "Please contact the Doubleknot LLC for assistance".