

Two-Step Verification

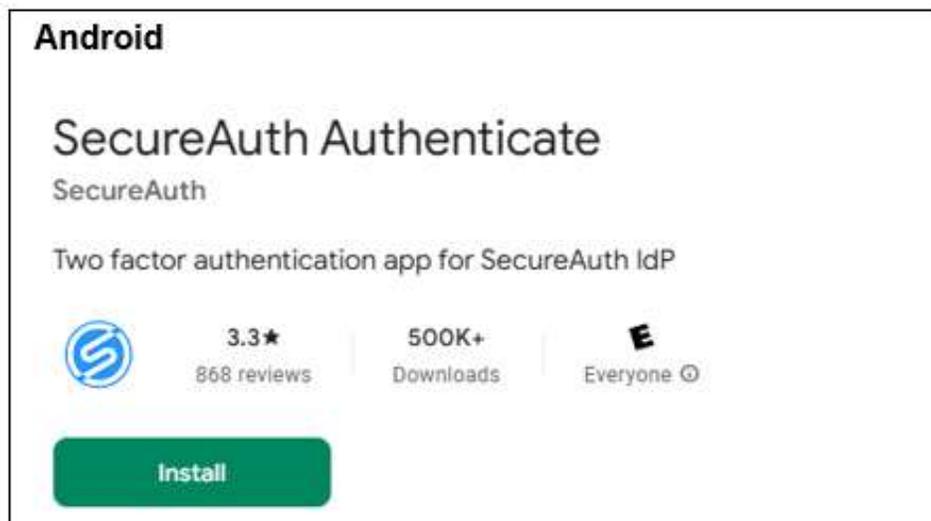
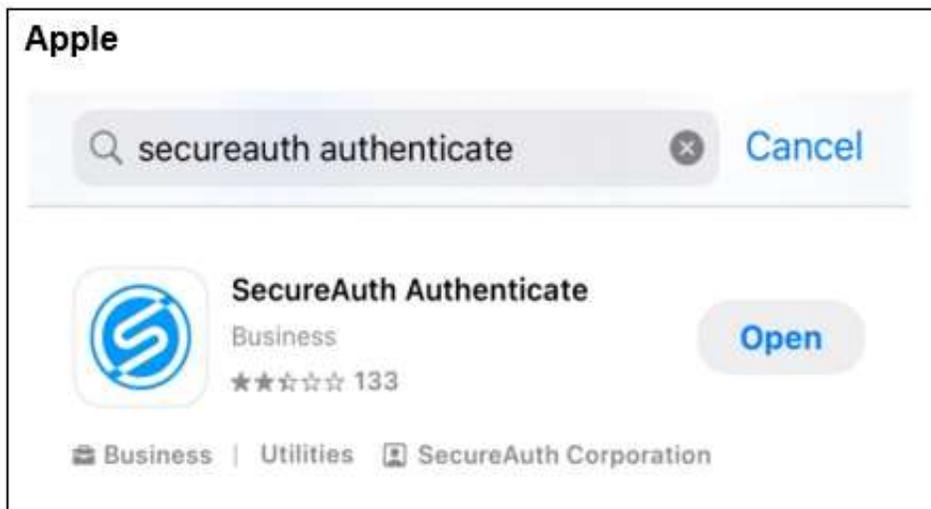


Two-step verification adds an extra layer of security to your account. After entering your username and password from a personal computer, you'll need to verify your identity with a second step by using a code sent to your mobile device.

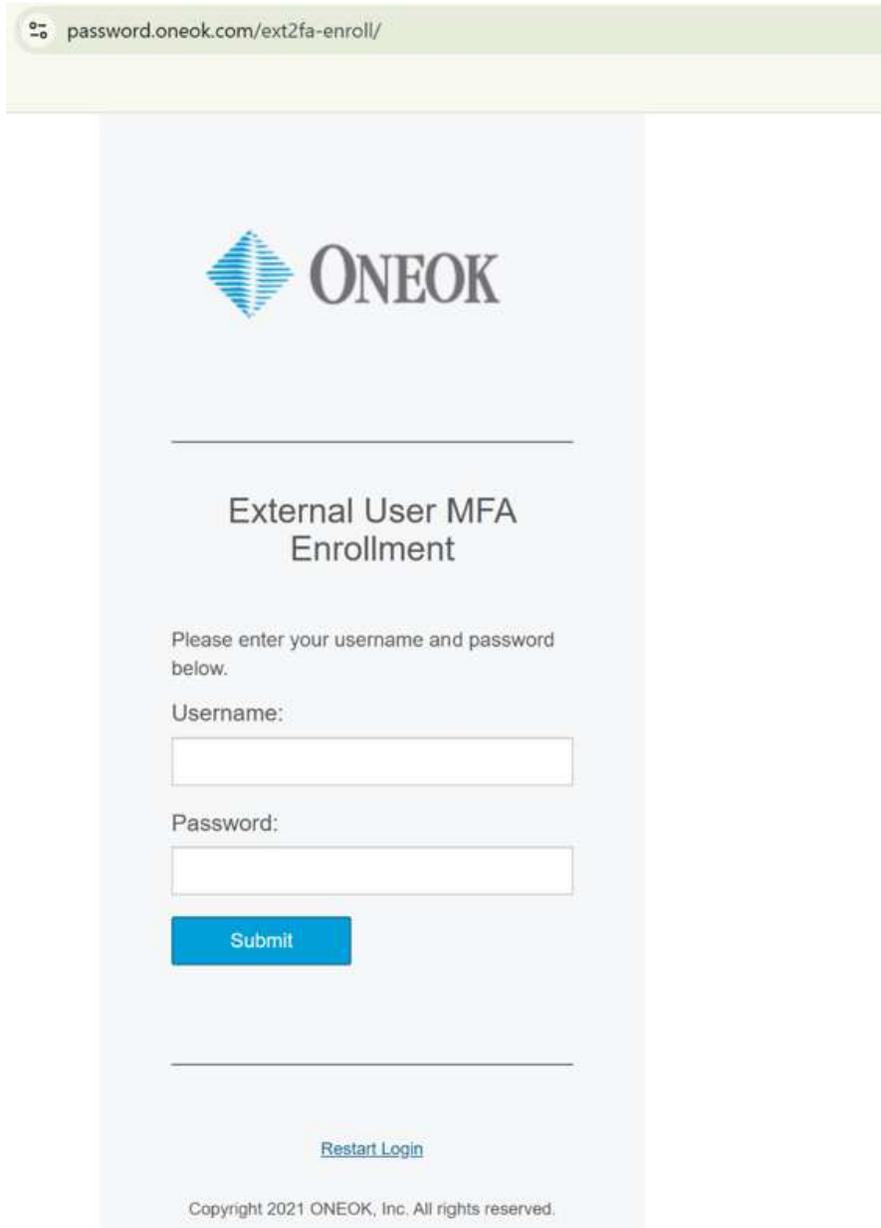
Note: You will need both a mobile device and a separate personal (non-ONEOK) computer to complete these steps.

1. On your mobile device, download the **SecureAuth Authenticate** app from your app store.

Important: Do NOT delete this app. You will use it to generate a code for future logins.



- From your personal computer (do NOT use a ONEOK VPN-connected device), open your web browser and enter <https://password.oneok.com/ext2fa-enroll>. You should see this screen.



password.oneok.com/ext2fa-enroll/



External User MFA Enrollment

Please enter your username and password below.

Username:

Password:

[Submit](#)

[Restart Login](#)

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3. Enter your external account username and password. Then, click **Submit**.

Note: You should have already set this up. Do NOT use OKE login credentials.

- If you have not set this up, refer to the **ONEOK Scholarship Program Registration** document to create your unique username and password.
- If you have forgotten either your username or password, follow the instructions in the **Self-Service Portal for External Users** document.

The screenshot shows a web browser window with the address bar displaying "password.oneok.com/ext2fa-enroll/". The main content area features the ONEOK logo at the top. Below the logo, the title "External User MFA Enrollment" is centered. A message reads: "Please enter your username and password below." The form includes a "Username:" label followed by a text input field, a "Password:" label followed by a password input field, and a blue "Submit" button. A red arrow points to the Username field, another red arrow points to the Password field, and a third red arrow points to the Submit button. At the bottom of the form, there is a "Restart Login" link and a copyright notice: "Copyright 2021 ONEOK, Inc. All rights reserved."

4. Next, you will be asked to choose a delivery method (email or SMS) to receive a one-time registration code.

- Select your preference. We recommend choosing the **Email option**.
- Click **Submit**.

Note: If you have replaced your phone since you set up your external account, the SMS/Text will not work until you have updated your external account with the new number. If you've changed your email address since you set up your external account, you will need to update your external account. Refer to the **Self-Service Portal for External Users** document to update your account.

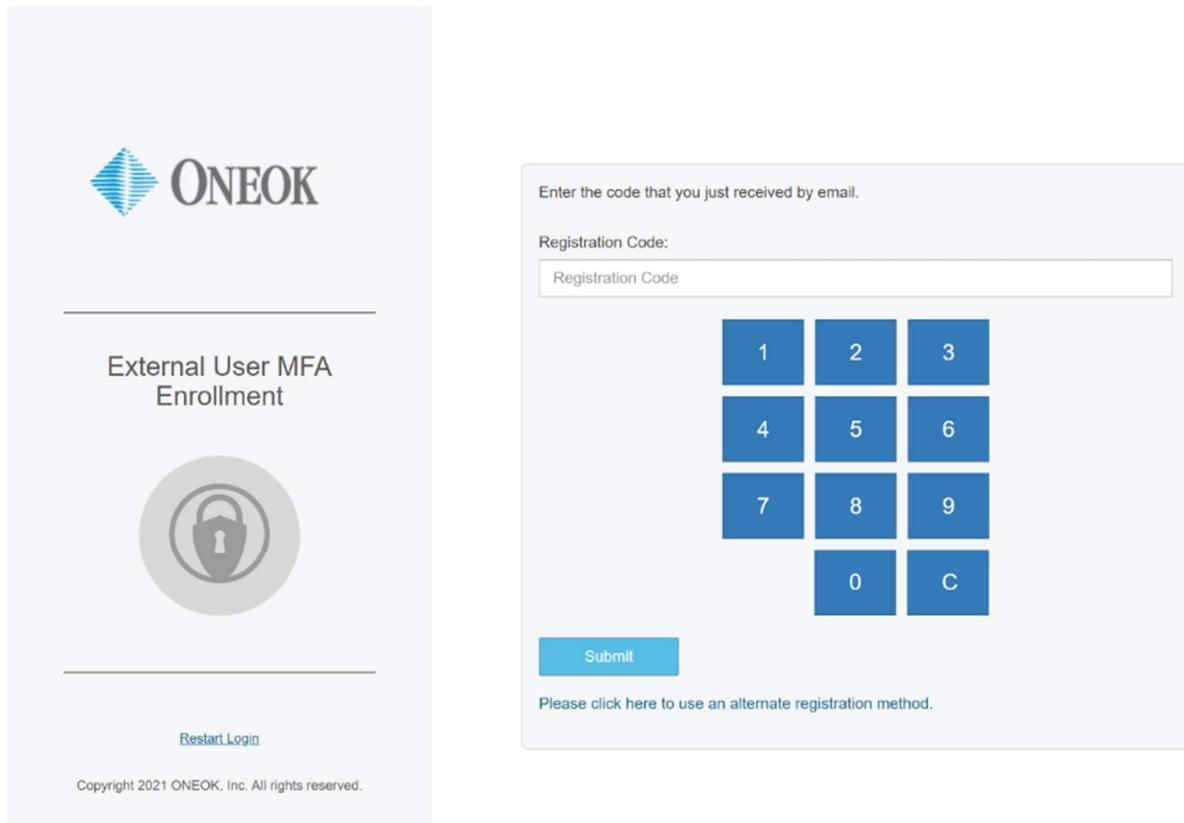


Please choose the delivery method for your Registration Code.

SMS/Text : xxx-xxx-7830 SMS/Text

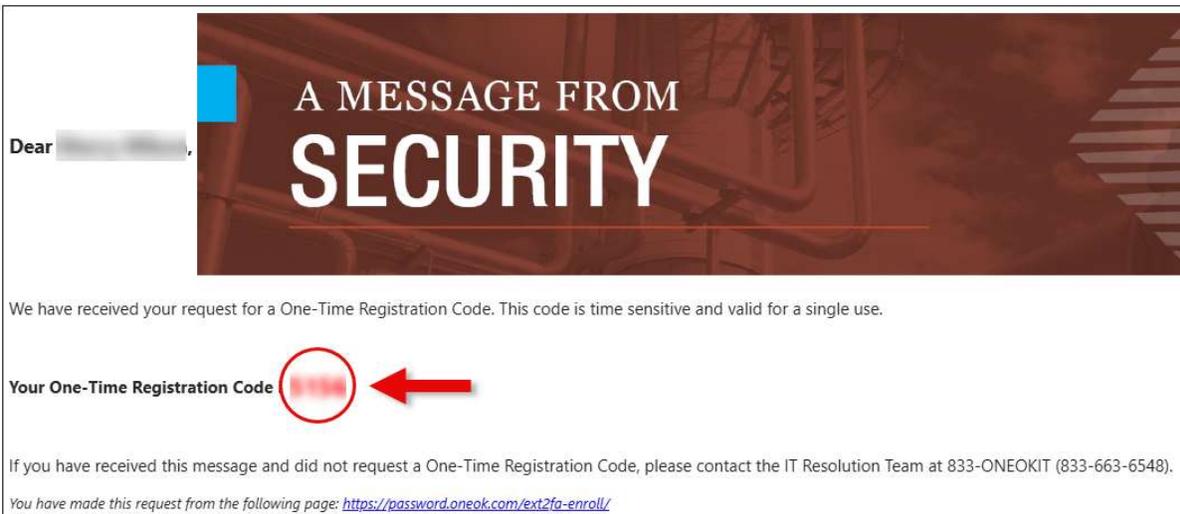
Email xxxxx@gmail.com

5. You should see the screen below displayed on your computer. **Do NOT close this screen.**

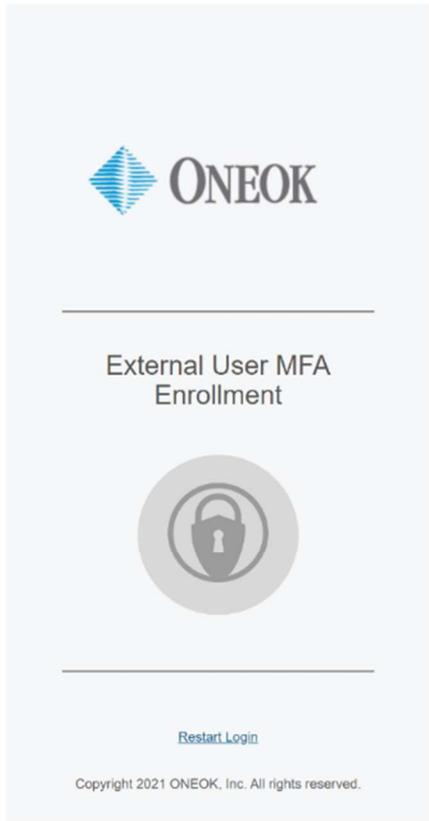


6. Go to your **email** or **SMS/Text** your selected in step 4. You should have received a message containing a one-time registration code.

Email example:



7. Go back to the screen (step 5) on your personal computer. Click in the **Registration Code** box and enter the code you received via email or SMS/Text (step 6) and then select **Submit**.



Enter the code that you just received by email.

Registration Code:

1	2	3
4	5	6
7	8	9
	0	C

[Submit](#)

[Please click here to use an alternate registration method.](#)

8. This screen should now be displayed on your personal computer. **Do NOT close this screen.**

ONEOK

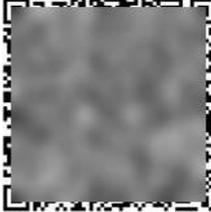
Push-to-Accept Enrollment

Setup Two-Factor Authentication

1. Install
To use two-factor authentication, you will need to download the SecureAuth mobile app to your smart phone

Download on the **App Store**
GET IT ON **Google Play**

2. Scan
Open your two-factor authentication app and scan the code with the camera on your phone.



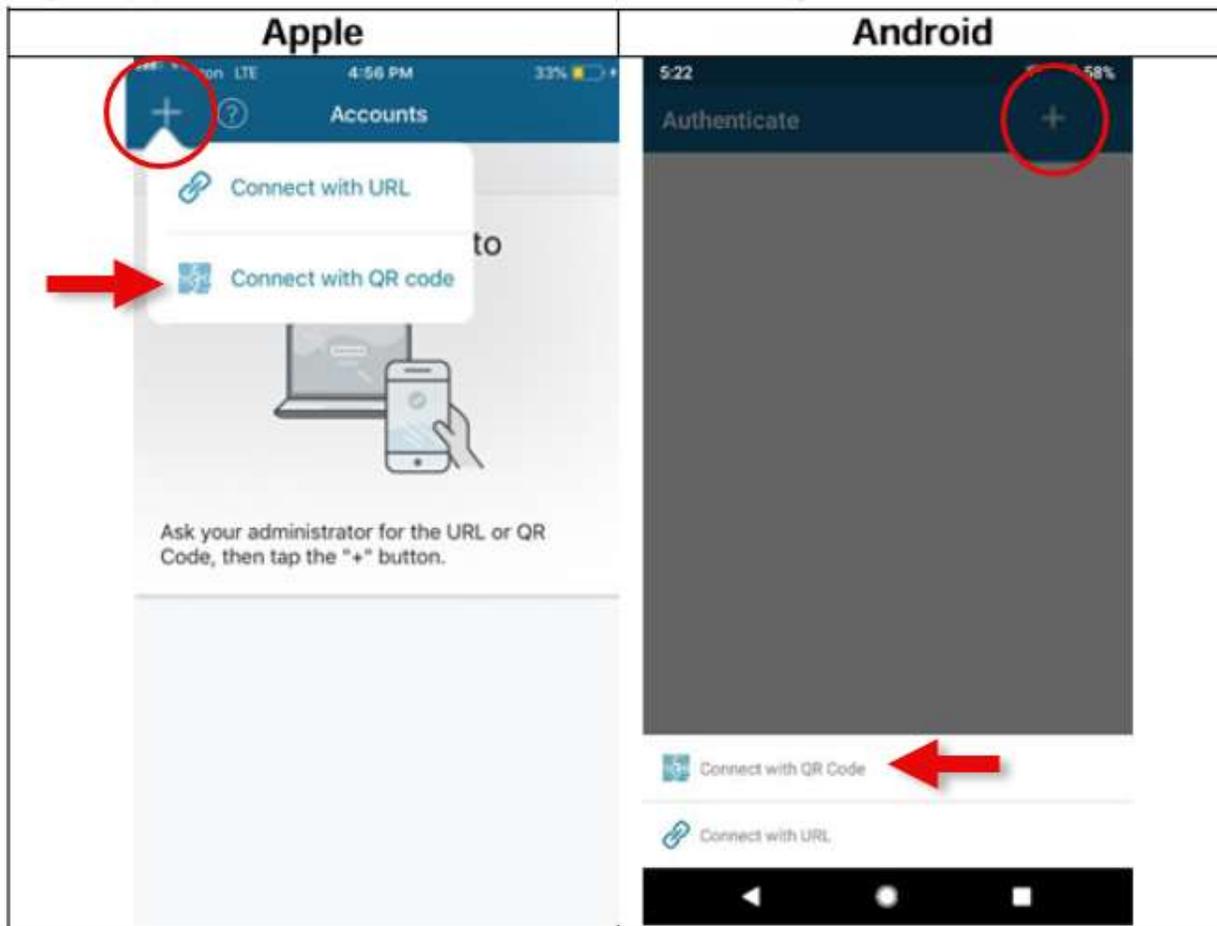
3. Confirm
Enter the verification code generated by your two-factor authentication app.

Enable

[Restart Login](#)

Powered by **SECUREAUTH**

9. Go back to your mobile device. Open/Install the **SecureAuth app** (the one you downloaded in step 1).
- Find the option to **Add an Account** (plus symbol).
 - Select the **Connect with QR Code** option.



10. Select the **icon** (example shown below) in your SecureAuth app.



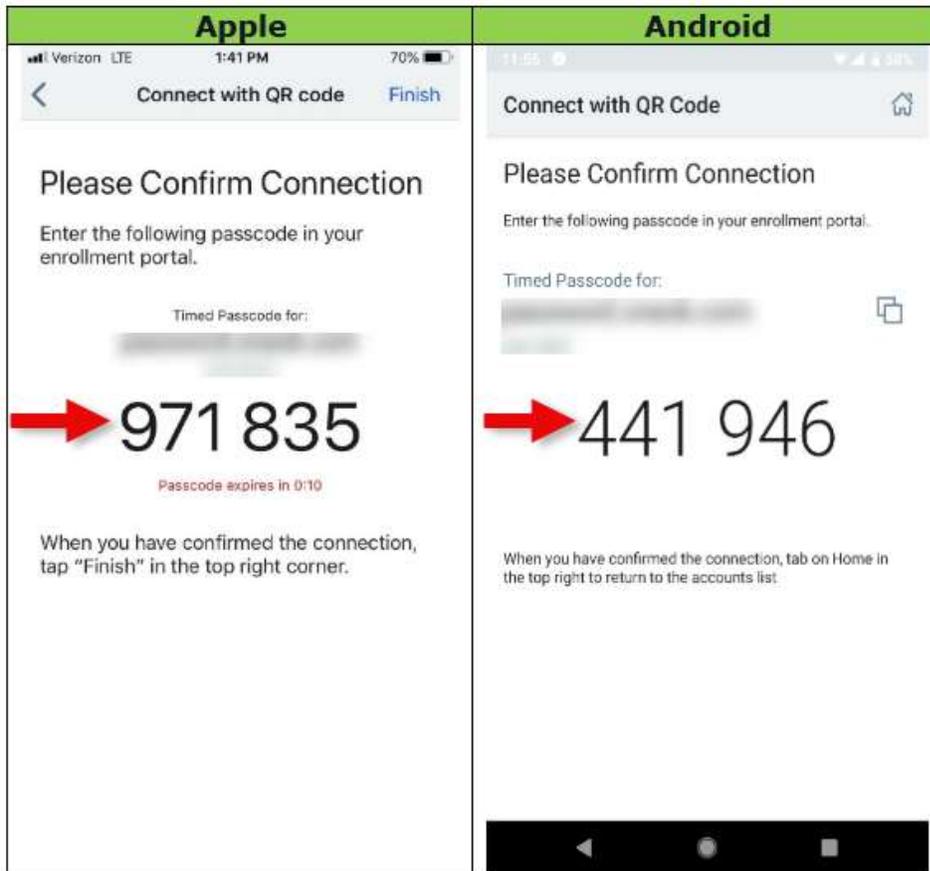
- Your **camera** should have been accessed on your mobile device.

11. Point your mobile device's camera at the **QR code** on your personal computer's screen (from step 8). **Do NOT close this screen.**

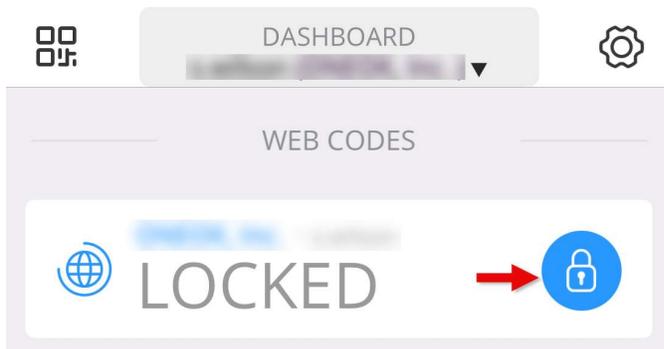
A screenshot of the ONEOK "Setup Two-Factor Authentication" screen. The screen has a blue header with the ONEOK logo and the text "Push-to-Accept Enrollment". The main content area is white and titled "Setup Two-Factor Authentication". It is divided into three columns: "1. Install" with instructions and download buttons for the App Store and Google Play; "2. Scan" which is highlighted with a red border and contains a QR code; and "3. Confirm" with instructions and a text input field for a verification code. Below the input field is an "Enable" button. At the bottom left is a "Restart Login" link, and at the bottom right is a "Powered by SECUREAUTH" logo.

12. A one-time rotating six-digit code will be displayed on your **mobile device**. This time-based code resets every 30 seconds.

Note: Having precise time (within two minutes of the actual time) on your device is critical. For this reason, your mobile device should be set to use your cellular network's time. (All mobile devices are set to use cellular network time by default, although the setting may be changed.) Cellular networks use a time-source provided by the National Institute of Standards and Technology (NIST). ONEOK systems also synchronize to NIST.



Note: If you see a LOCKED message with a lock icon next to it instead of the six-digit code, click on the **lock icon**. You will be prompted to enter your mobile device's pin number and/or use Face ID to unlock the code.

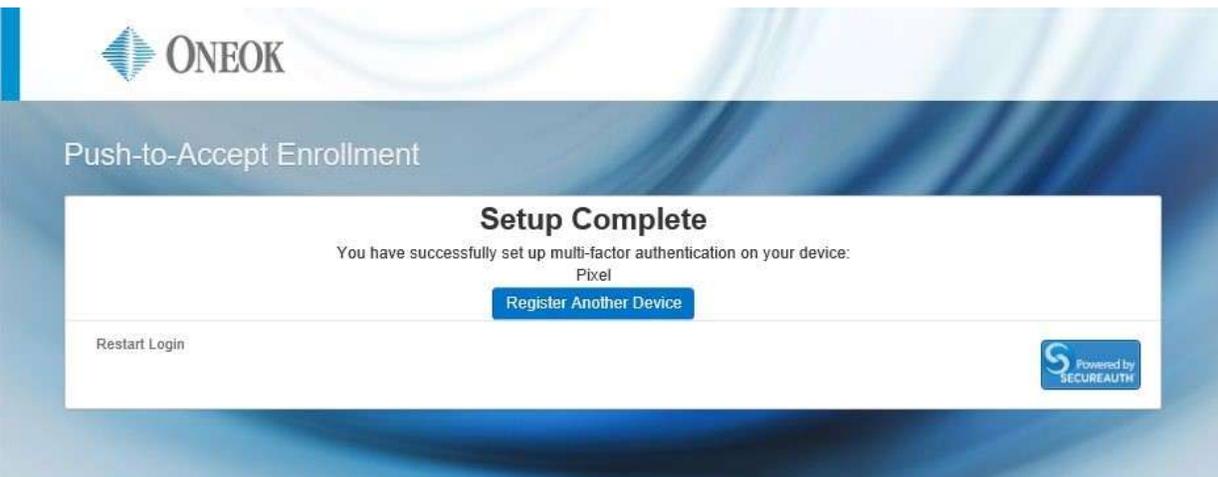


13. Go back to your personal computer. (The screen below should still be displayed from step 11.)

- Enter the six-digit code (displayed on your mobile device) under the **Confirm** section displayed on your personal computer screen. Remember, you only have 30 seconds to enter the six-digit code before it resets!
- Click **Enable**.



14. You should see the following screen displayed on your personal computer showing **Setup Complete**.



Note: If registration fails, capture a screenshot of the error and contact the ONEOK Service Desk at 918-588-7245 or 833-ONEOKIT (833-663-6548).