



How to set up two-factor authentication to secure the super-admin password in Payroll Mauritius

FAQEN117

Prerequisites: Initiation Payroll Mauritius / Have super-administrator - subscriber access

V1.1

Objective

The **Payroll Mauritius** subscriber has super user rights allowing him/her unrestricted access to the data held, as well as the ability to create access to other people with possible administrator rights. Therefore, protecting this access becomes an important key element of the overall security of the system in order to secure payroll data.

For this purpose, **Payroll Mauritius** has the possibility to set up a two-factor authentication, which must be activated on this account

How to do this ?

Payroll Mauritius has chosen **Google® Authenticator** technology.

It is a mobile application (Apps) that allows you to deliver a unique code with programmed renewal and specific to your **Payroll Mauritius** identifiers.

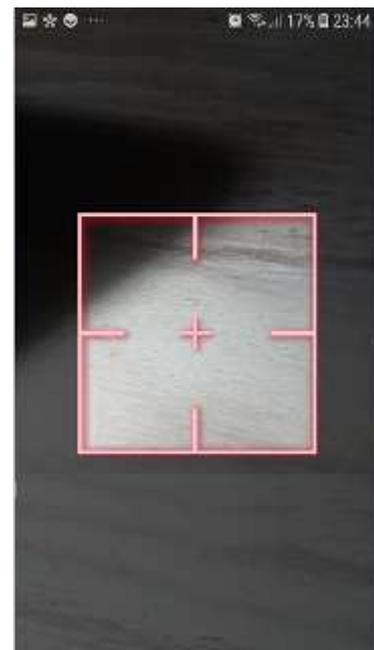
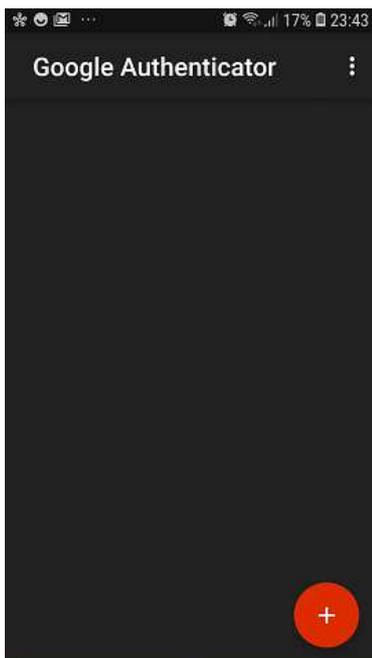
This unique code issued by Google® Authenticator is then to be entered on your usual **Payroll Mauritius** login screen, in addition to your username and password.

Setting up

To install this application on your smartphone:

- **iOS** : link : <https://apps.apple.com/app/google-authenticator/id388497605>
- **Android** : link : <https://play.google.com/store/apps/details?id=com.google.android.apps.authenticator2>

Once the application is installed on your smartphone, launch it and click on the red **(+)** button at the bottom right and touch the option 





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In parallel, connect from your PC to **Payroll Mauritius** with your login details and go to the star wheel menu (top right) and choose the '**Subscription**' option.

The following screen is then presented with the option to the right of **the 2 Factor Authentication**. Click.

My Payroll Mauritius Subscription Subscription / Offer

Subscription: Offer 11 - 25

Reference: **EPAY**

You can use this EPAY Code to sponsor other companies and get paid in return, please refer to the Sponsorship Page for more details.

Subscription

- [My Subscription](#)
- [Two Factor Authentication](#)
- [My Invoices](#)

The following screen is then displayed :

Two Factor Authentication Subscription / Two Factor Authentication

Enable Two Factor Authentication

Two-factor authentication is an elaborate enhancement device designed to protect your access to Payroll Mauritius via an application on your mobile phone.

It is highly recommended in order to guarantee the security of your data

From the [Android](#) or [iOS](#) store, please download "Google Authenticator" application to your mobile phone, then scan the following QR Code to activate your 2 factor authentication.

Please scan the QR code from your mobile phone to enable two-factor authentication.

Activation Key: V6[redacted]NJPU

Account: va[redacted].com

Please enter the validation code provided in Google Authenticator, then activate *

Subscription

- [My Subscription](#)
- [Two Factor Authentication](#)
- [My Invoices](#)
- [My Sponsorships](#)
- [Change Account Details](#)
- [Update Company Details](#)
- [Change Bank Details](#)



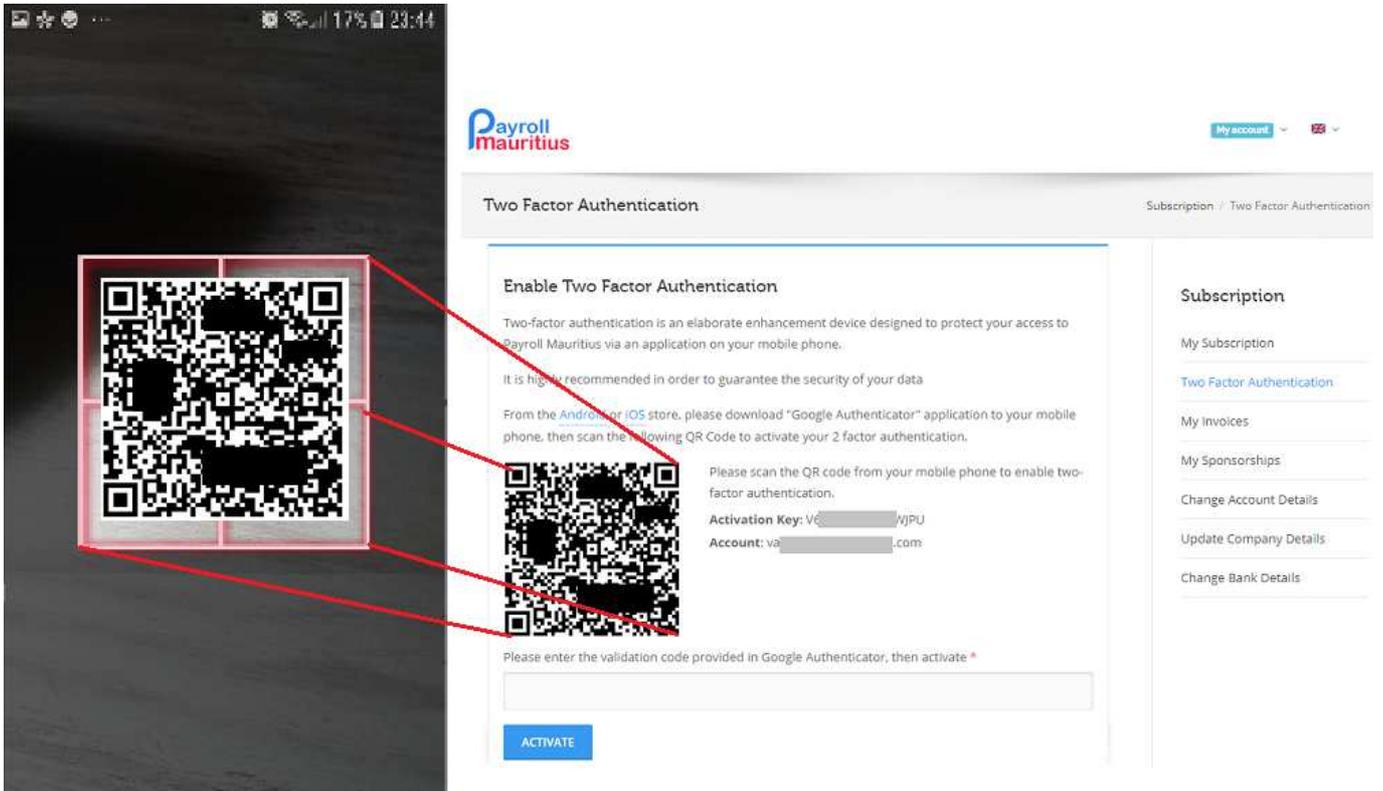
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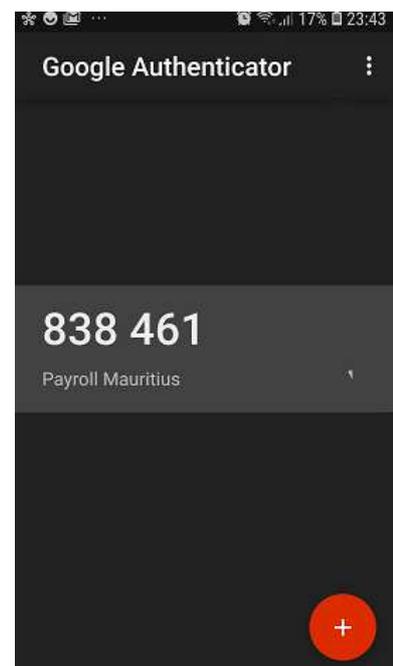
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Take your mobile phone and with the red viewfinder, point to the QR Code ("barcode") shown on the Payroll Mauritius screen (not the one in this example but the one for your Payroll account screen).



Automatically, the Payroll Mauritius account is added to Google® Authenticator.





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In order to finalize your installation, enter on your computer screen, the code provided (in our example 838 461) in **Payroll Mauritius** and click on the [Activate] button

Please enter the validation code provided in Google Authenticator, then activate *

838461

ACTIVATE

Note : You have a maximum of 30 seconds to enter this 6-digit code; after this time, a new code will be automatically generated and you will be asked to enter it.

From that moment on, **your access is now protected by this process.**

Use of the system

Now, when you arrive at the **Payroll Mauritius** screen to connect :

- Enter your usual username
- Enter your password
- [Validate]

From now on, you will be presented with another (new) screen for double authentication :

Launch the Google® Authenticator Application on your mobile and simply enter the 6-digit code shown on your mobile's screen into **Payroll Mauritius**. Validate.

You are connected !

Note : In case of loose of your mobile phone, please contact us. After verifying your identity, we will then return your identification to 'normal' mode; it will then be up to you to set up the double authentication on your new mobile phone.