

Cybersecurity

Protect your account:
The importance of **2FA** in **OfficeTrack**.

For **OfficeTrack** the security of your information and the one of your company is fundamental.

2FA is a security measure that requires two forms of authentication before allowing access to your account. In the event that someone obtains your password, they will not be able to log into your account without your additional approval.



» Activate 2FA in OfficeTrack



Since **1/1/2024**

Two-factor authentication will be required to log in to the OfficeTrack platform.



Login to the OfficeTrack platform in its desktop version.



Go to the configuration menu and select the "security" option.



Select the "2 Factor Authentication" option. A window will open and display a QR code on the screen.



Open the two-factor authentication application on your mobile device. There are several apps, e.g. Google Authenticator, Authy, Microsoft Authenticator, etc.



Scan the QR code that appears in the OfficeTrack window. The application will generate a unique 6-digit number in response to this scan.



Enter the 6 numbers in "Step 2" and press "Set up two-factor authentication".

» This tutorial is also available as a video in our Help Center.



That's it!
You are now set up with 2FA in OfficeTrack.

Attention: The 6 digits provided by the authentication app are temporary and constantly changing, which significantly increases the security of your account.

When you log in again, you will need to log in:

- » Username.
- » Password + the 6 digits that appear in your second factor authenticator.
- » Company name.