

yocova

Rolls-Royce Multi-factor Authentication

A step by step
user guide

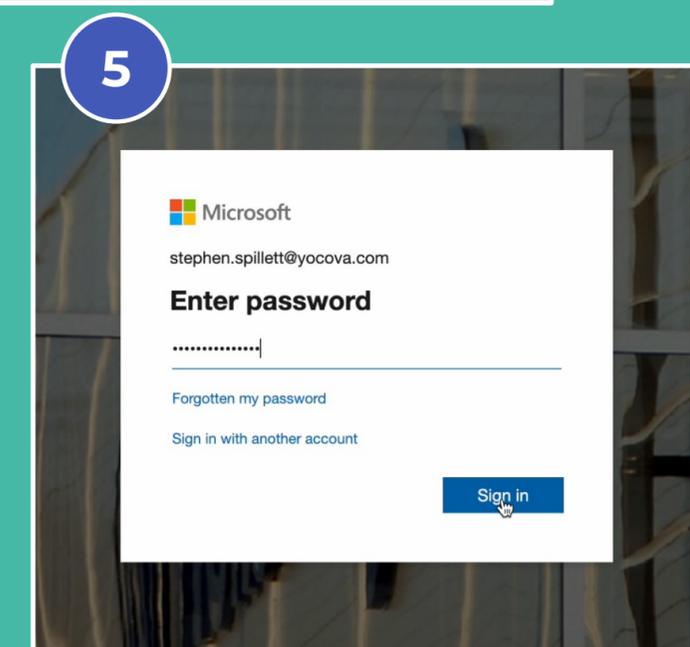
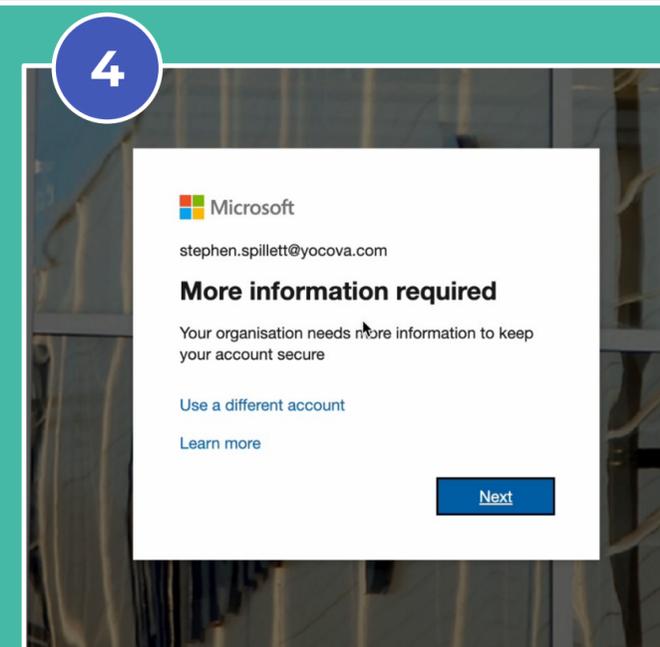
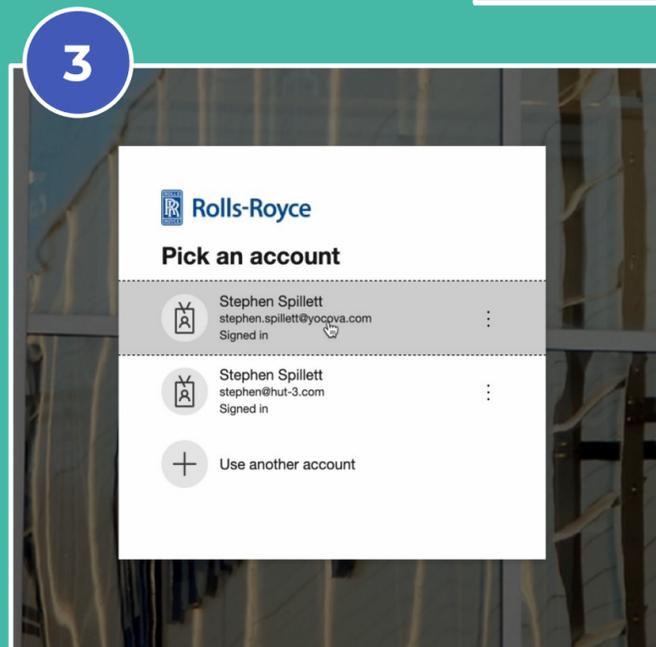
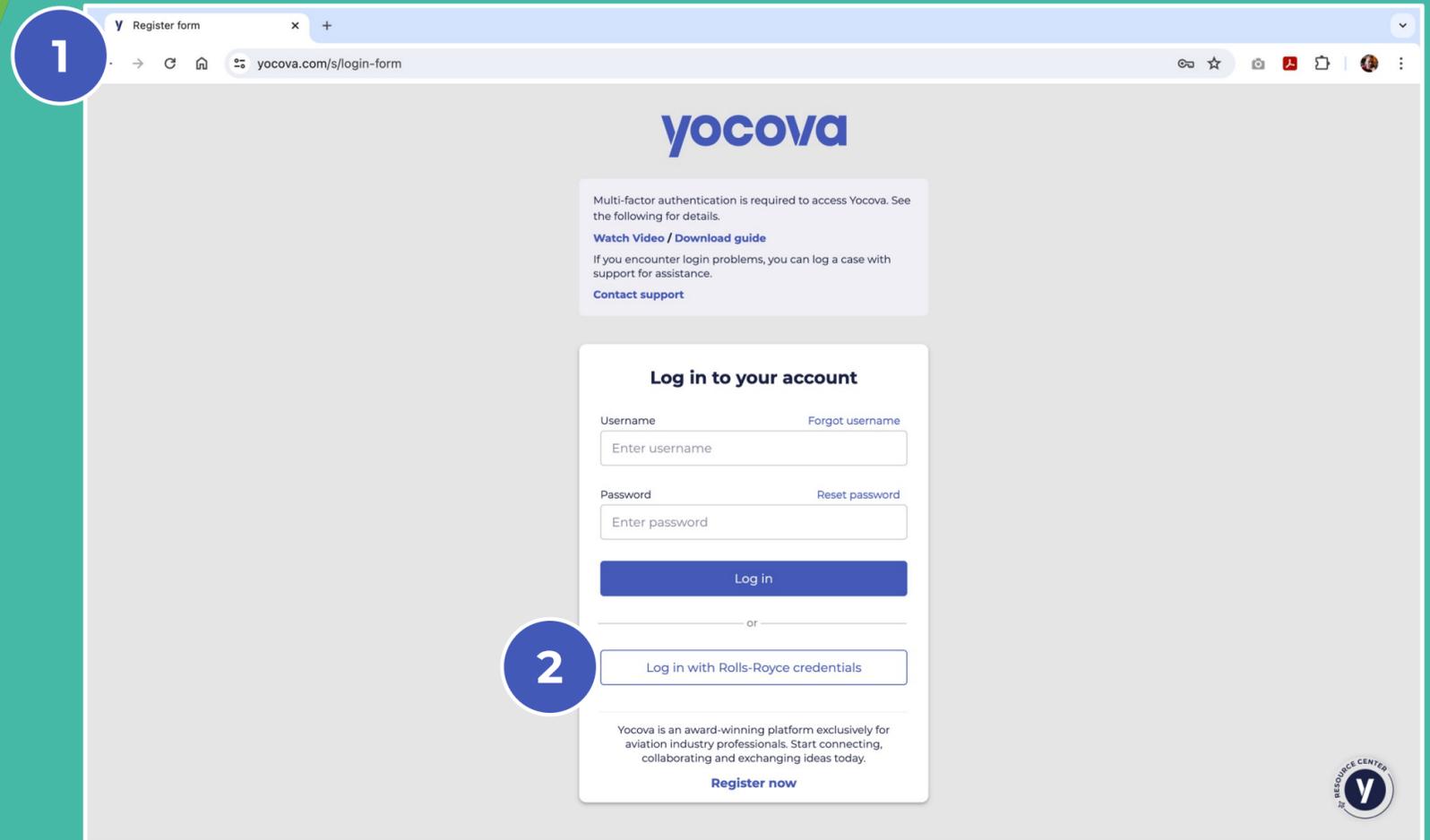
Issue 1.0 : June 2024



Rolls-Royce is introducing a new Multi-Factor Authentication (MFA) process for accessing their solutions and services available through Yocova.

This guide shows the simple set-up process you'll need to complete.

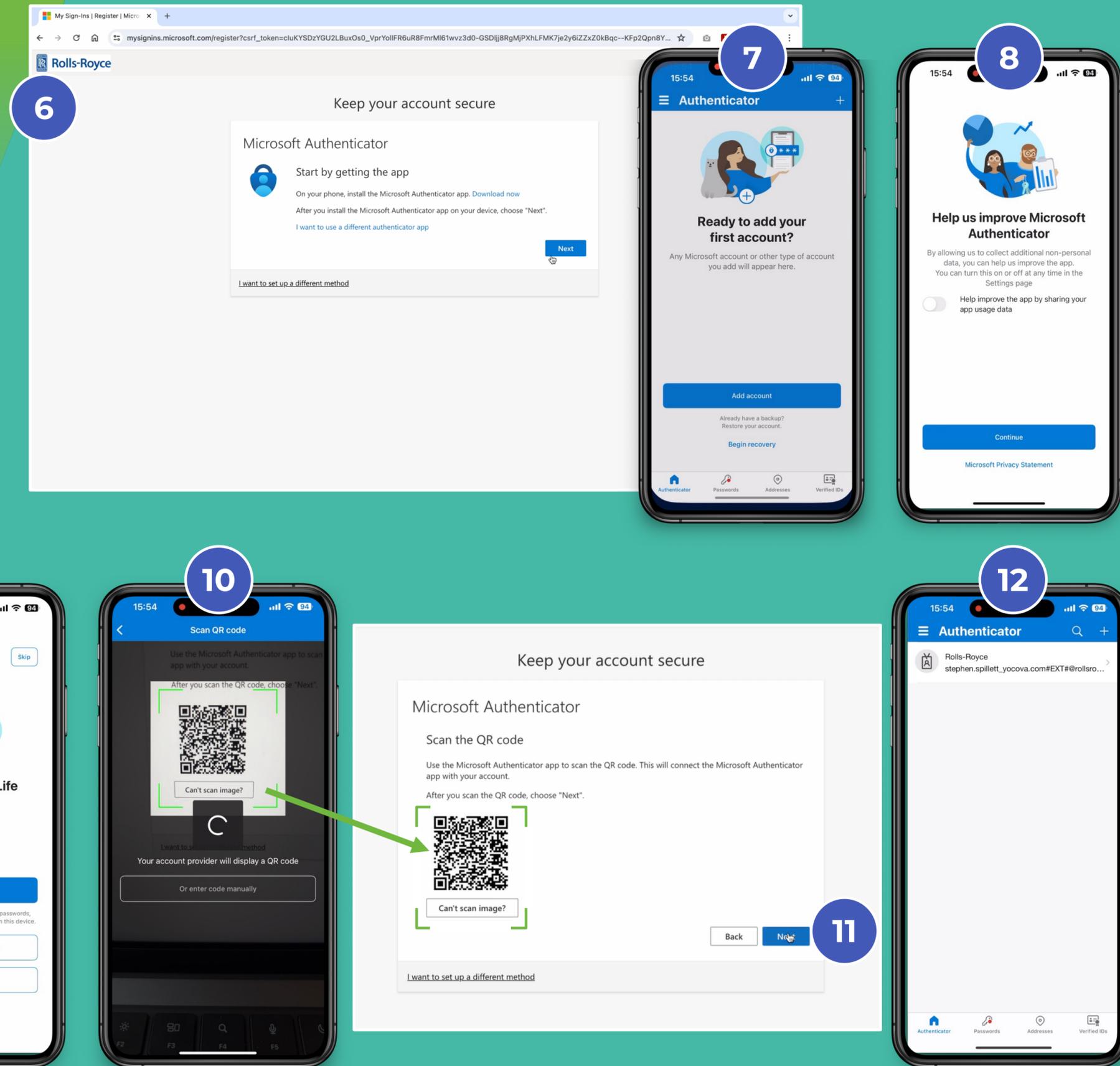
1. In your browser open <https://www.yocova.com/s/login-form>
2. Click on '**Log in with Rolls-Royce credentials**' to begin
3. Pick your account if listed, or press 'Use another account' and enter your email address
4. A note is displayed saying more information is required to keep your account secure, press Next to proceed
5. Enter your associated password, and click Sign in.



By default, you will be prompted to use **Microsoft Authenticator** on a mobile or tablet.

Other authentication methods are supported, we'll cover alternatives shortly.

6. Have your mobile to hand before pressing Next on the desktop
7. Install and open the App on your mobile.
8. You see a privacy notice to accept, followed by an ask to help improve their service - accept or decline by moving a toggle. Click Continue
9. On the 'Secure Your Digital Life' screen press the Scan a QR code
10. Point your mobile at the desktop screen showing the MFA QR Code
11. Go Back to your desktop and press Next
12. Your mobile app will update showing your connection.



Setting up **Microsoft Authenticator** for MFA (continued)

13. Microsoft Authenticator now tests the connection, asking you to enter a two-digit number into your app
14. On your mobile tap in the digits shown on your desktop and Click Yes
15. The desktop will say Notification approved
16. Click Next, you'll see a confirmation message. Press Done.

And with that click, **you have successfully set up MFA.**

Now, if this is your first-time login you'll need to review, and accept, Yocova Terms.

Please continue reading ...

13 Keep your account secure

Microsoft Authenticator

Let's try it out

Approve the notification we're sending to your app by entering the number shown below.

45

Back Next

[I want to set up a different method](#)

14 Authenticator

Rolls-Royce
stephen.spillett_yocova.com#EXT#@rollsroyce.onmicrosoft.com

Are you trying to sign in?
Rolls-Royce
stephen.spillett_yocova.com#EXT#@rollsroyce.onmicrosoft.com

Enter the number shown to sign in.

45

No, it's not me Yes

15 Keep your account secure

Microsoft Authenticator

Notification approved

Back Next

[I want to set up a different method](#)

16 Keep your account secure

Success!

Great job! You have successfully set up your security info. Choose "Done" to continue signing in.

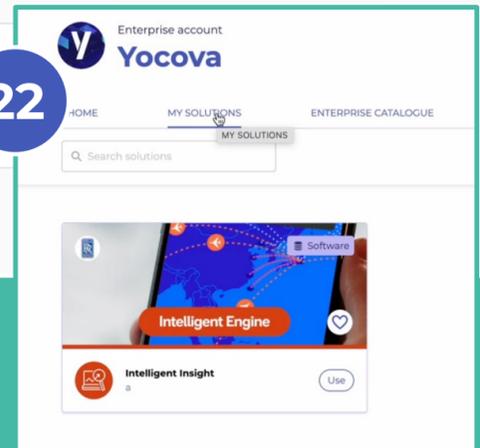
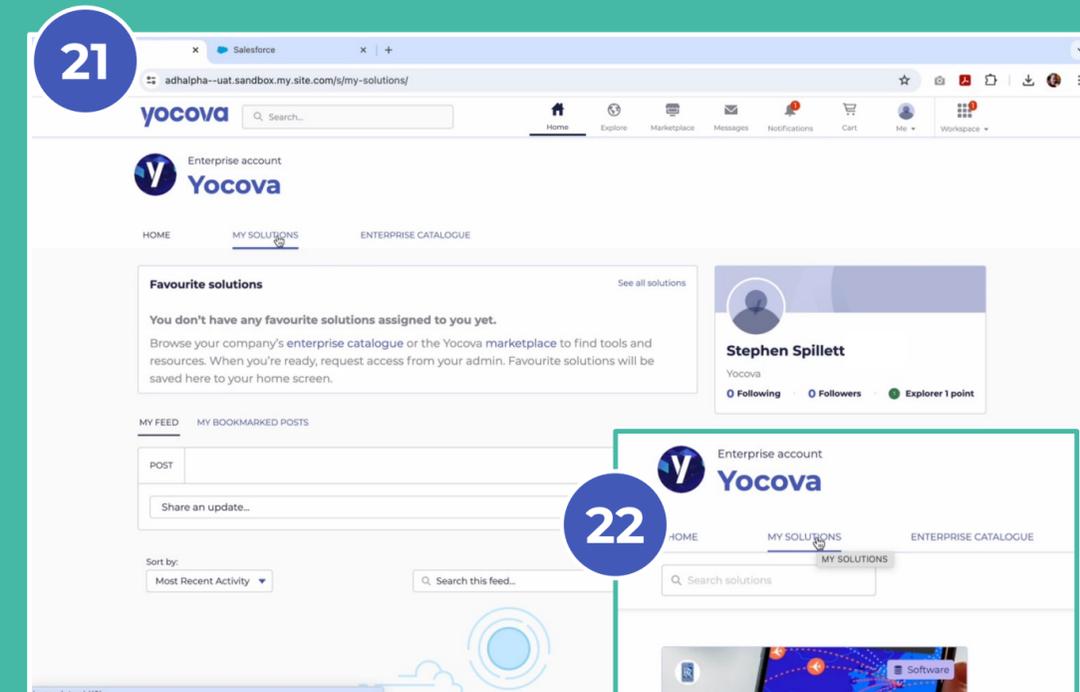
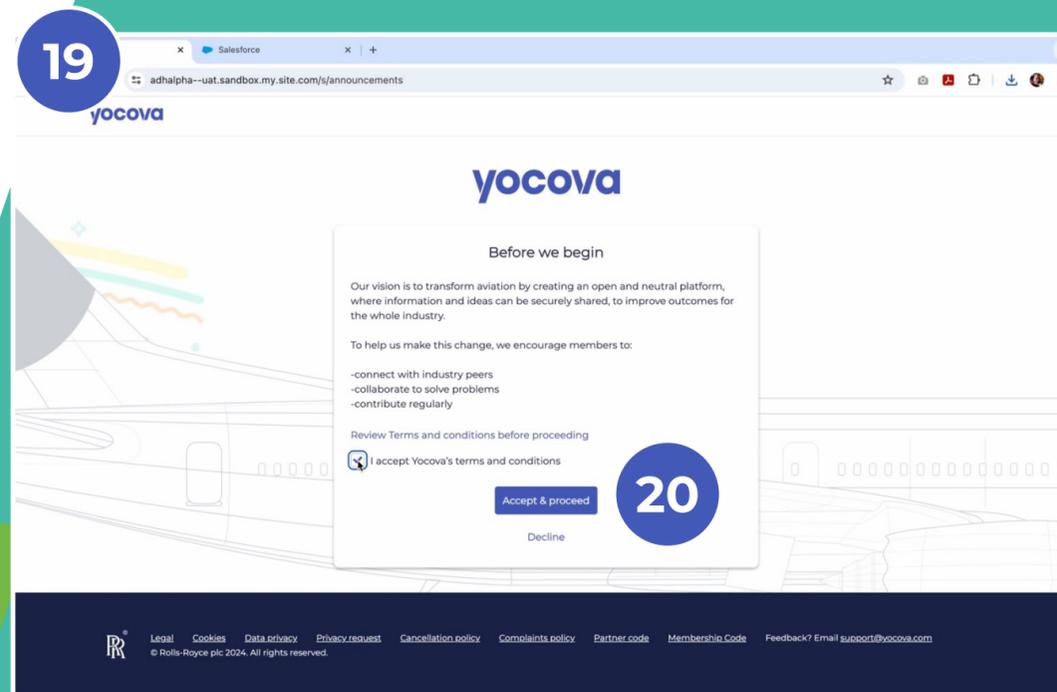
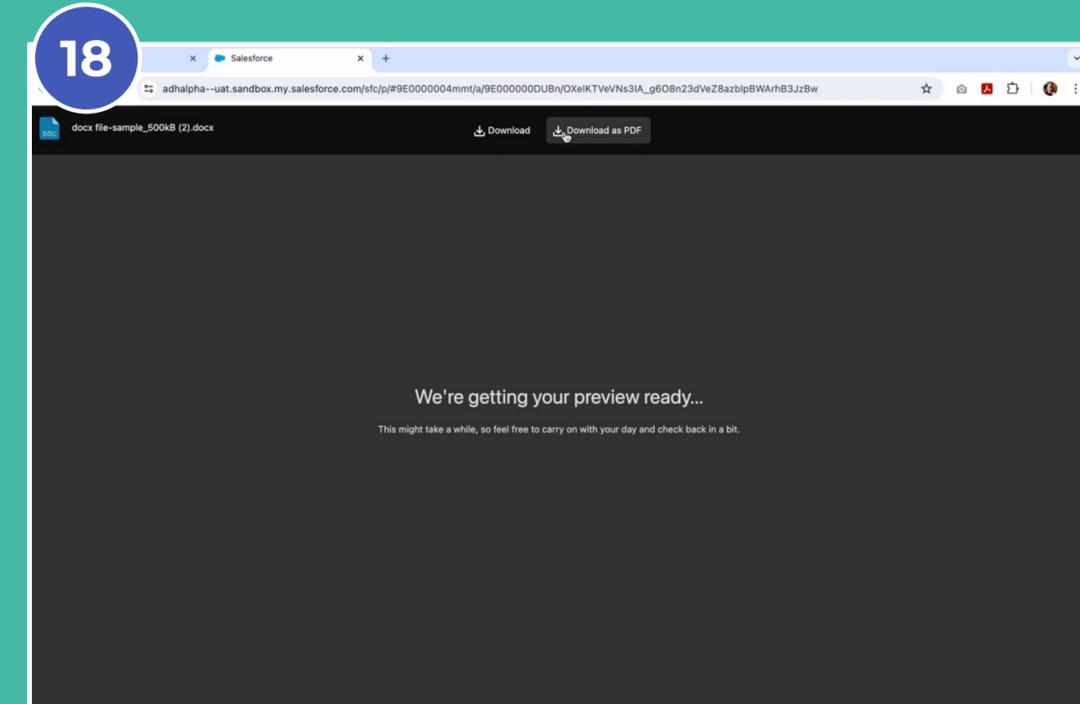
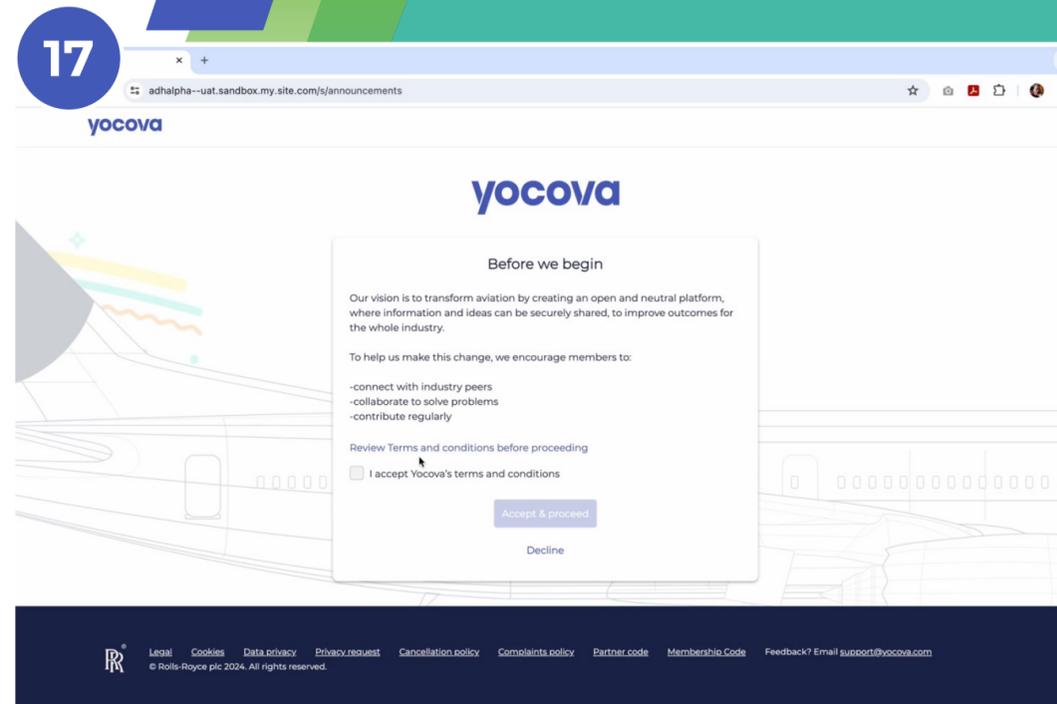
Default sign-in method:

Microsoft Authenticator

Done

Accepting Yocova Terms and Conditions

17. Click on the link to open
18. Please review and download the Terms for later use.
19. Click back on the announcement window and tick the box to confirm acceptance.
20. Press Accept & Proceed to continue
21. The Yocova homepage loads
22. To locate your Rolls-Royce Solutions and Services please click 'My Solutions'.



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Part Two Salesforce Authenticator

A step by step
user guide



You may already be using **Salesforce Authenticator** and want to keep with that App. Or this may simply be this is your app of choice.

This guide shows the simple set-up process you'll need to complete.

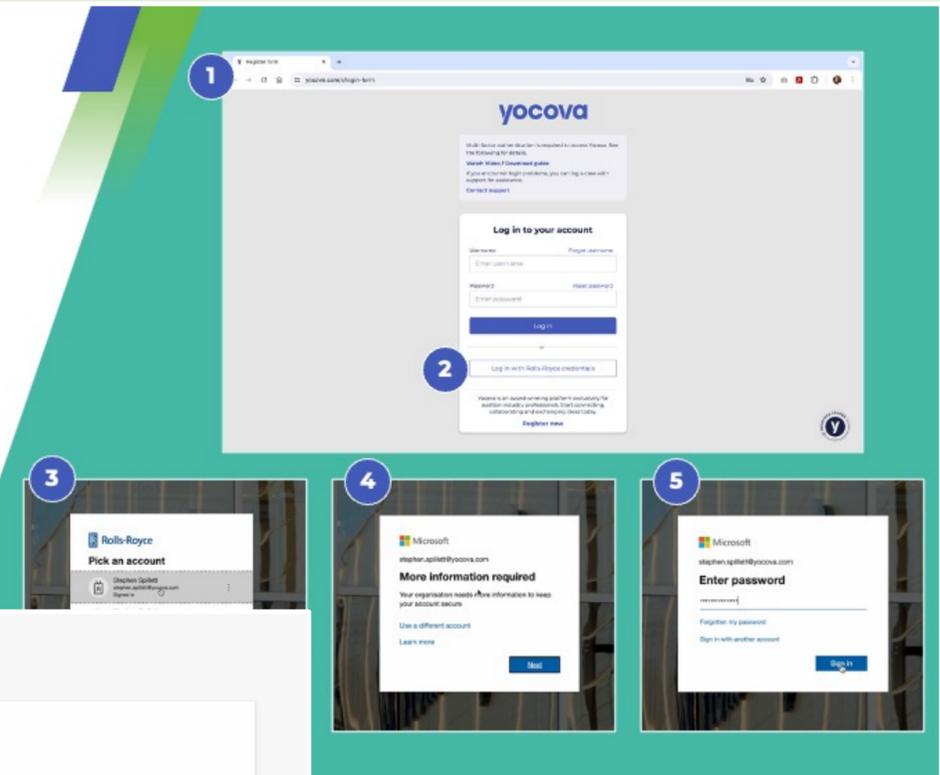
1. Log in to Yocova following the five steps, as shown at the beginning of this guide (see Page 2)
2. Click 'use a different authenticator app'.
3. Have your mobile (or tablet) to hand and click next to setup your account.

1 yocova

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This guide shows the simple set-up process you'll need to complete.

1. In your browser open <https://www.yocova.com/s/login-form>
2. Click on 'Log in with Rolls-Royce credentials' to begin
3. Pick your account if listed, or press 'Use another account' and enter your email address
4. A note is displayed saying more information is required to keep your account secure, press Next to proceed
5. Enter your associated password, and click Sign in.



Keep your account secure

2 Microsoft Authenticator



Start by getting the app

On your phone, install the Microsoft Authenticator app. [Download now](#)

After you install the Microsoft Authenticator app on your device, choose "Next".

[I want to use a different authenticator app](#)

Next

[I want to set up a different method](#)

Keep your account secure

3 Authenticator app



Set up your account

In your app, add a new account.

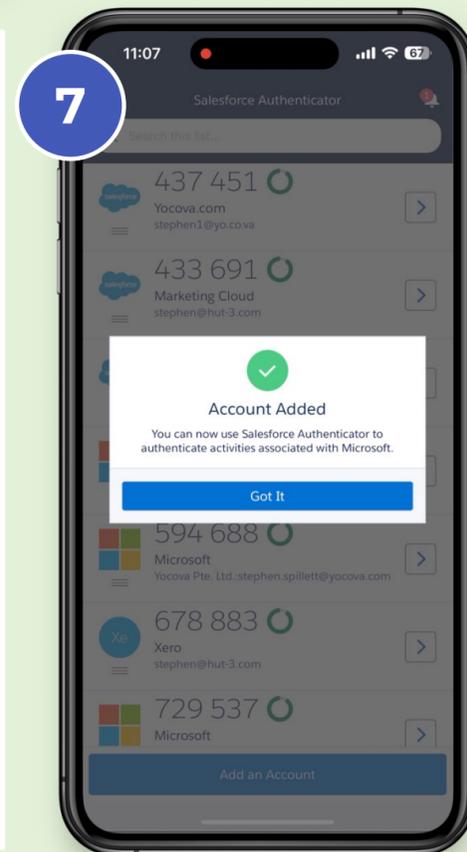
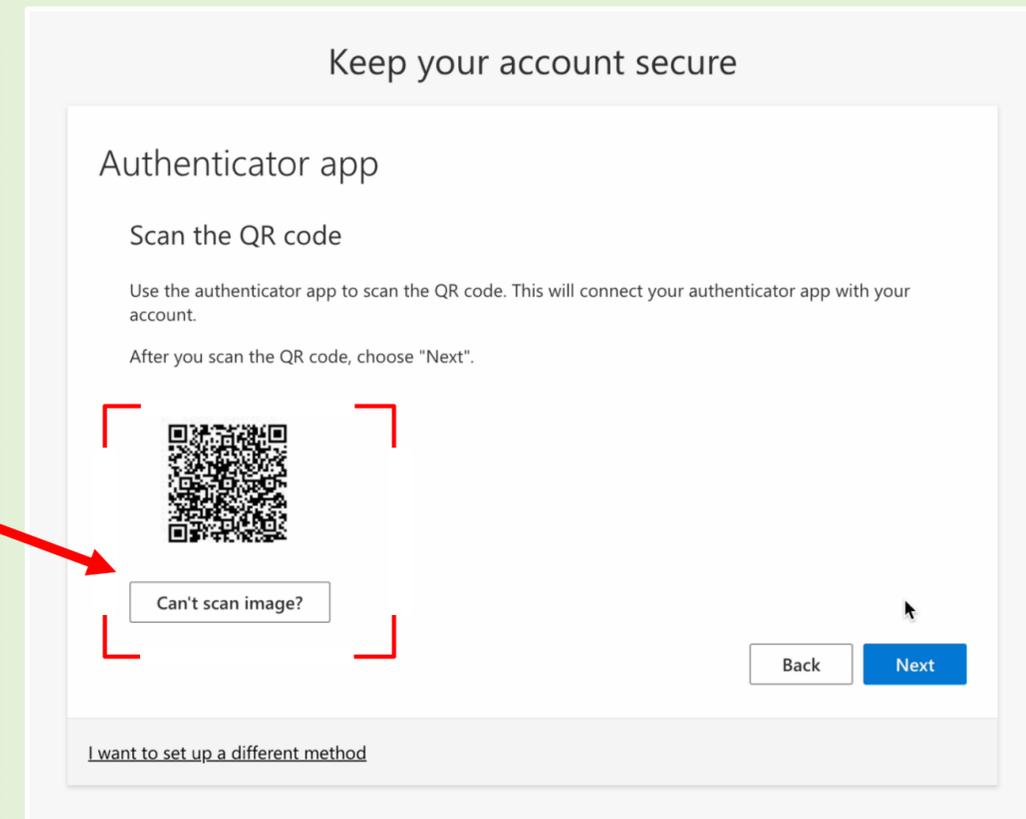
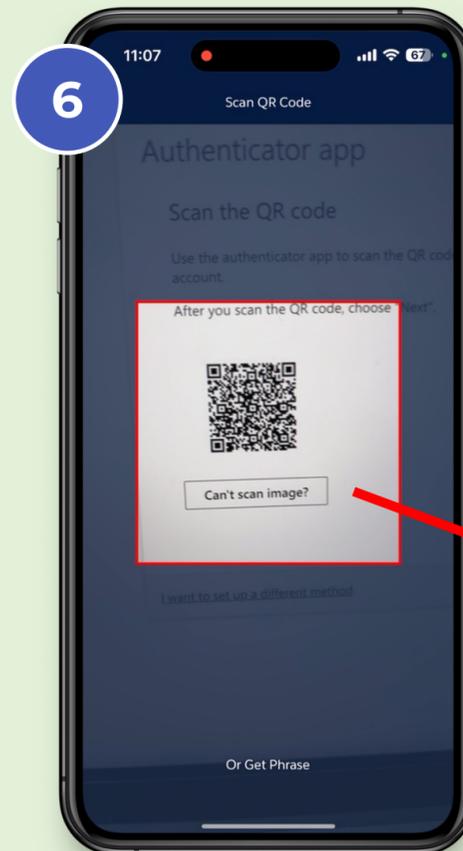
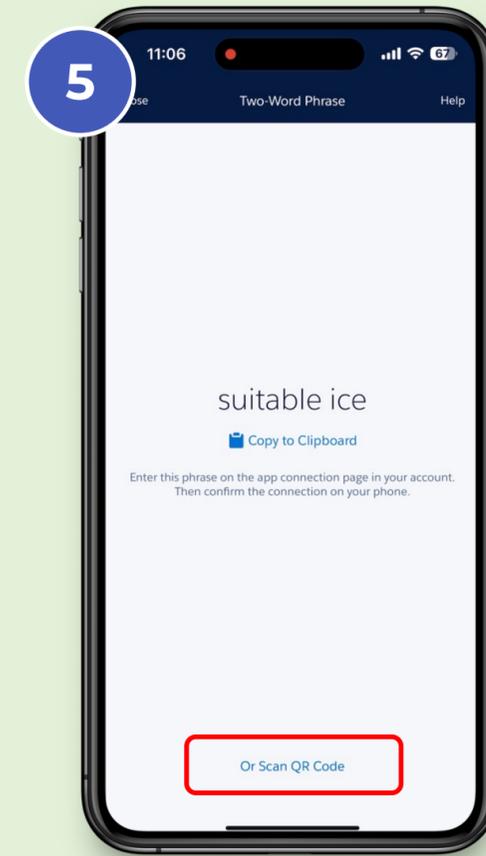
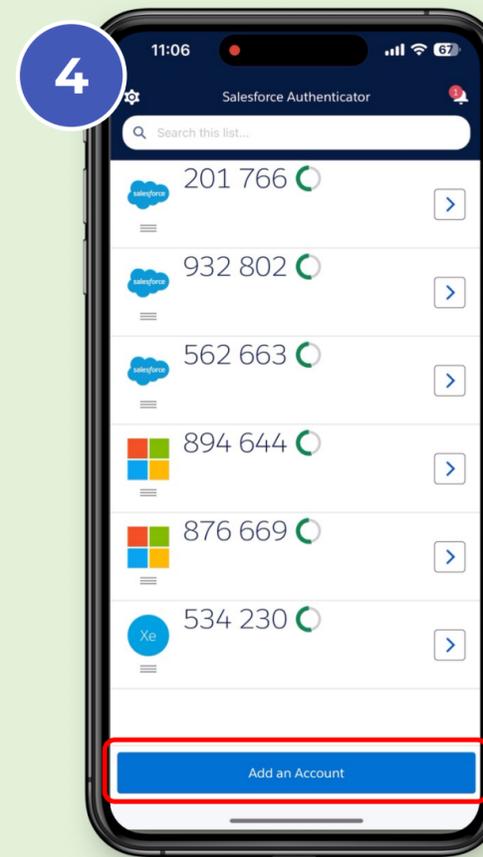
Back

Next

[I want to set up a different method](#)

Setting up **Salesforce Authenticator** for MFA (continued)

4. Open the Salesforce Authenticator App. From the bottom of the screen press 'Add an Account'.
5. Press 'Or Scan QR Code'
6. With the camera activated move the mobile so the QR code on your desktop is in view.
7. Salesforce will add a new account and confirm with a blue 'Got It' message

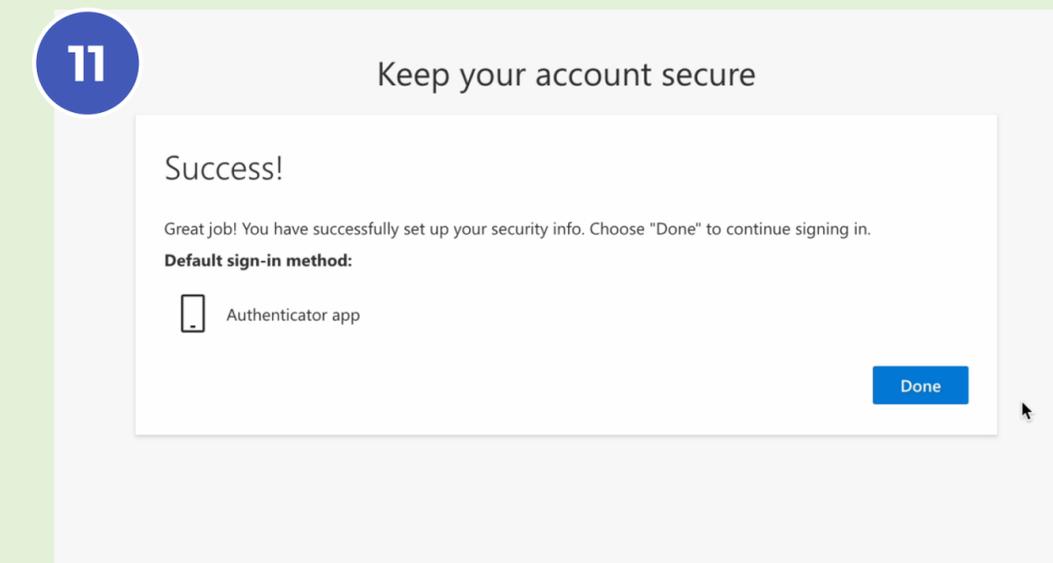
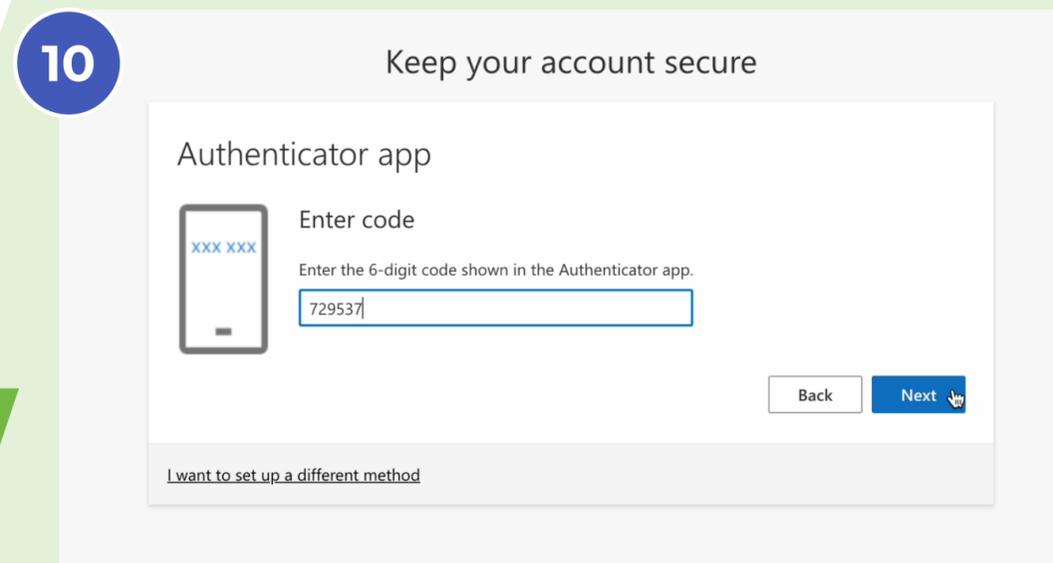
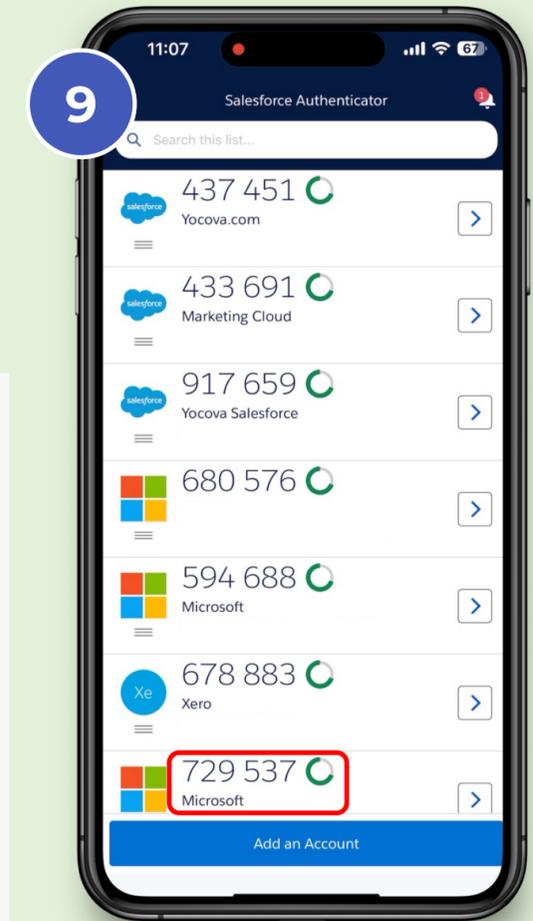
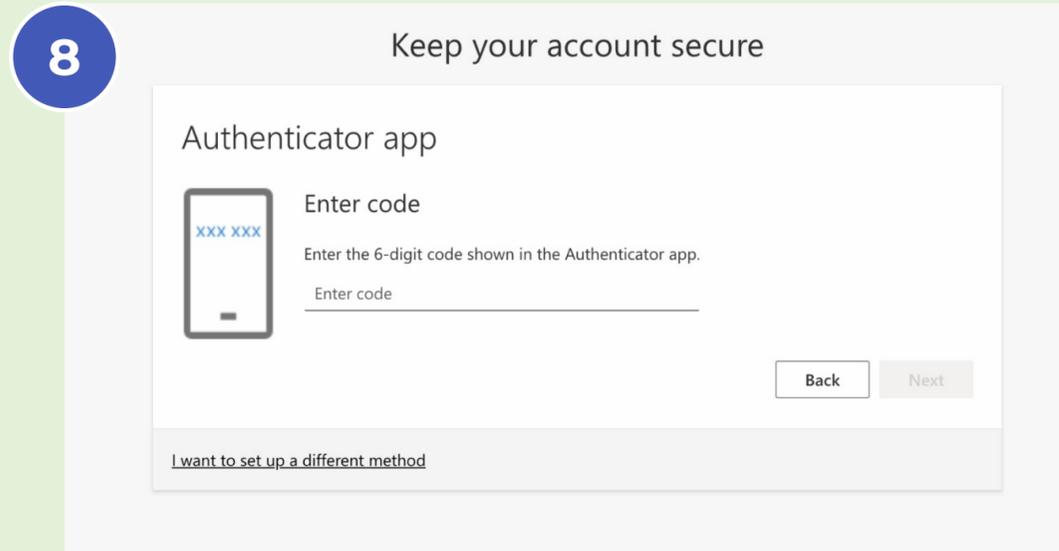


Setting up **Salesforce Authenticator** for MFA (continued)

- You will immediately be asked to check the app connection by entering a 6-digit code.
- In this example, that's 729 537
- Enter as prompted, then press Next
- And you will see a 'Success' message, finally click Done.

And with that click, **you have successfully set up MFA.**

Now, if this is your first-time login you'll need to review, and accept, Yocova Terms. **Please continue reading ...**



If this is your first-time login you'll need to **review, and accept, Yocova Terms.**

12. Click on the link to open

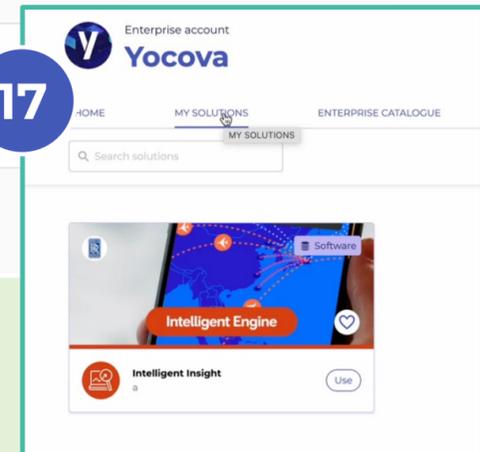
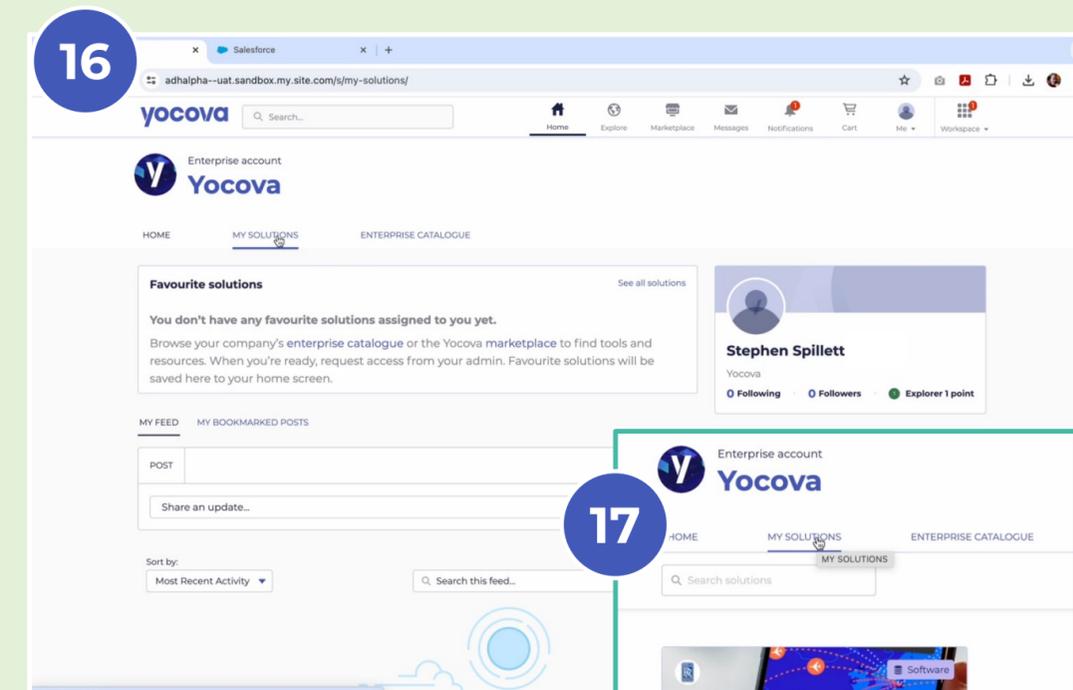
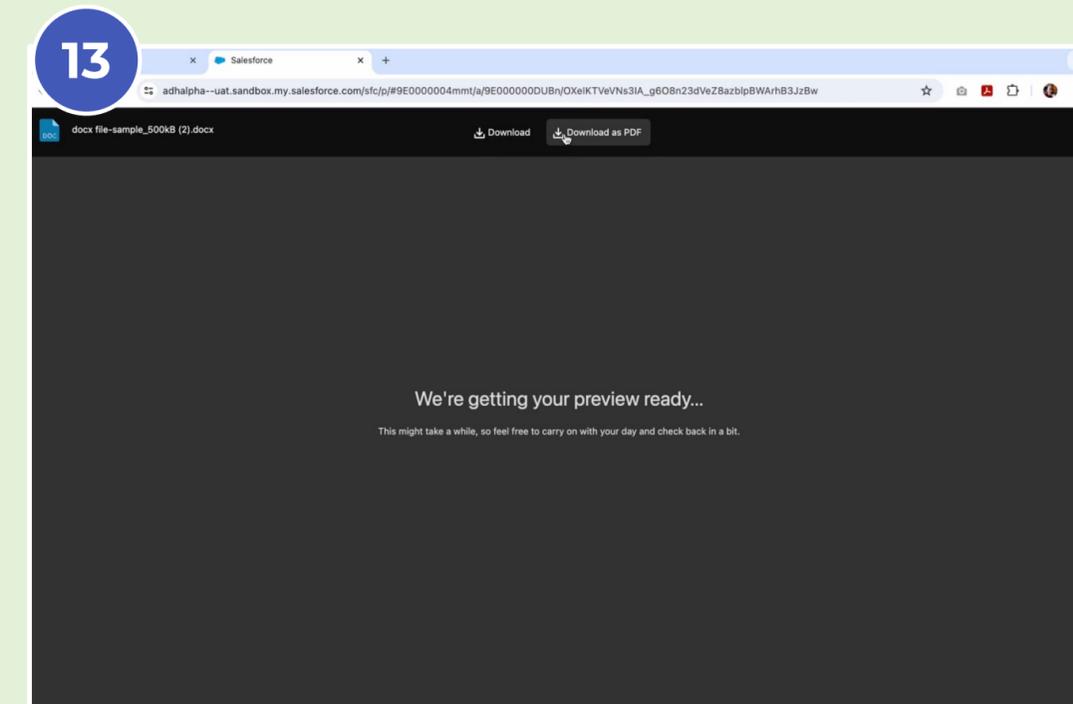
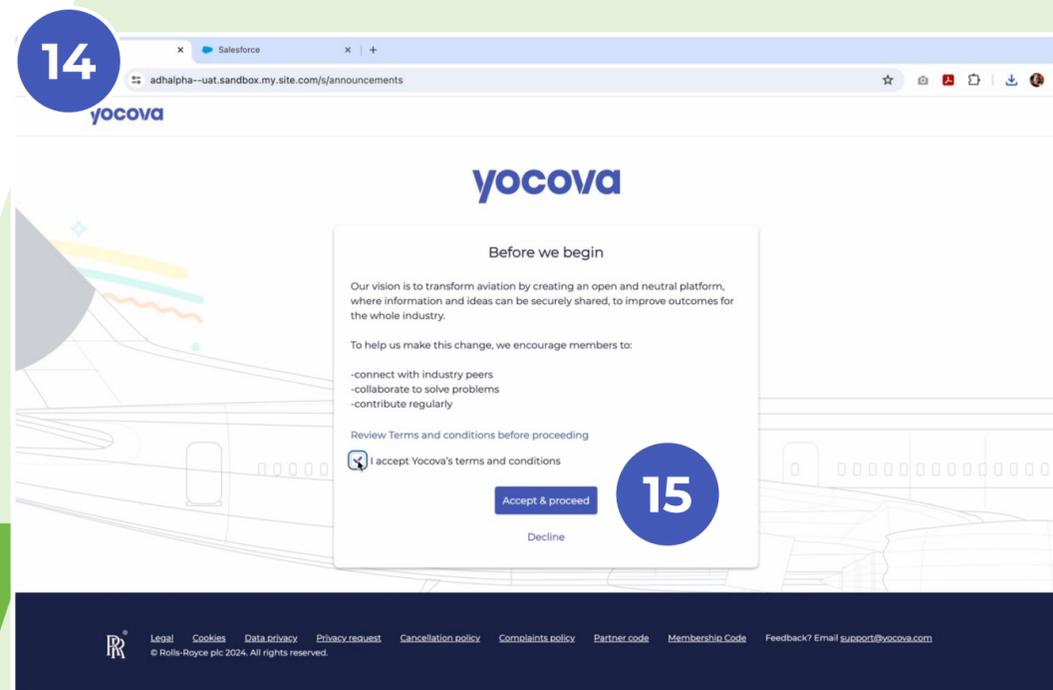
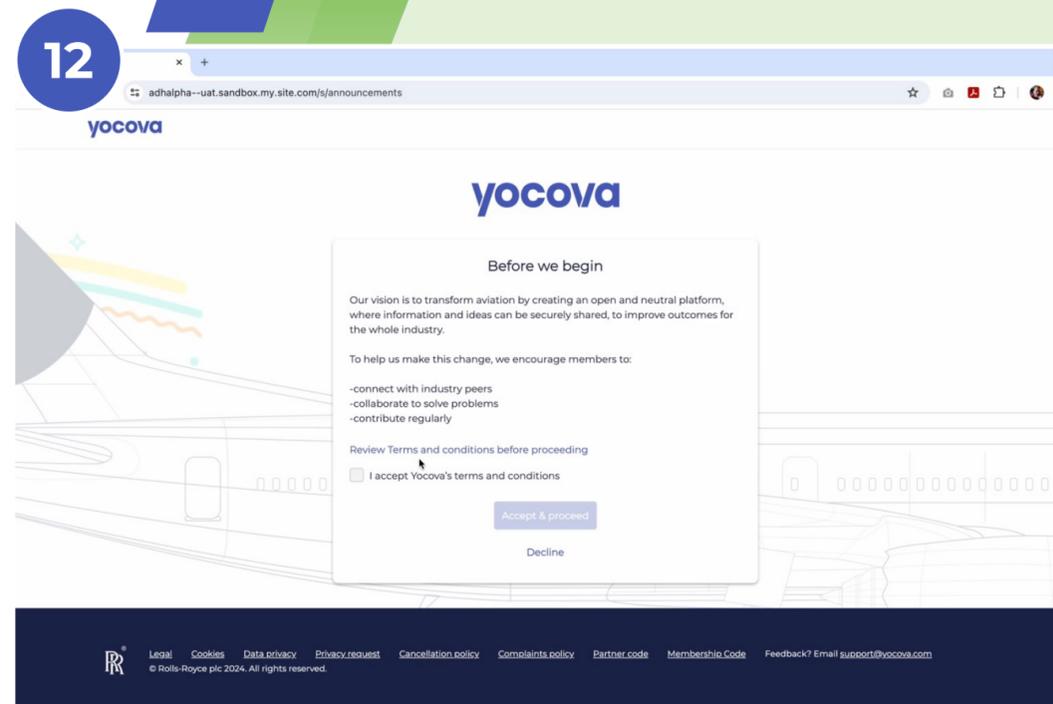
13. Please review and download the Terms for later use.

14. Click back on the announcement window and tick the box to confirm acceptance.

15. Press Accept & Proceed to continue

16. The Yocova homepage loads

17. To locate your Rolls-Royce Solutions and Services please click 'My Solutions'.



yocova

Part Three 2fast desktop Authenticator

A step by step
user guide

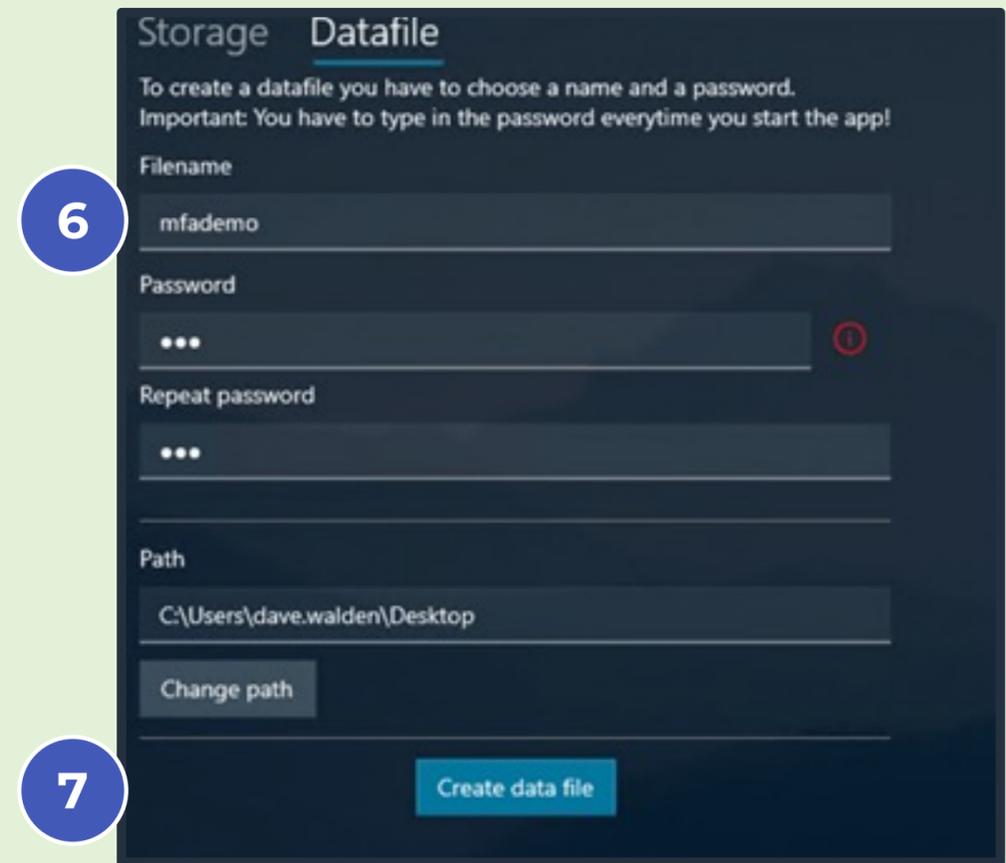
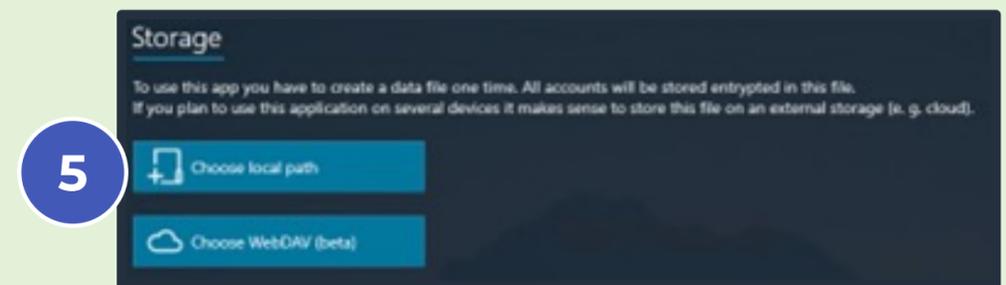
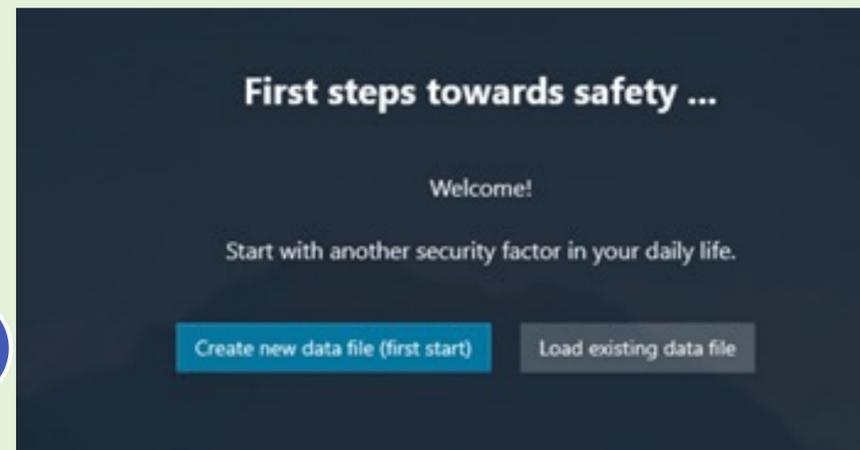
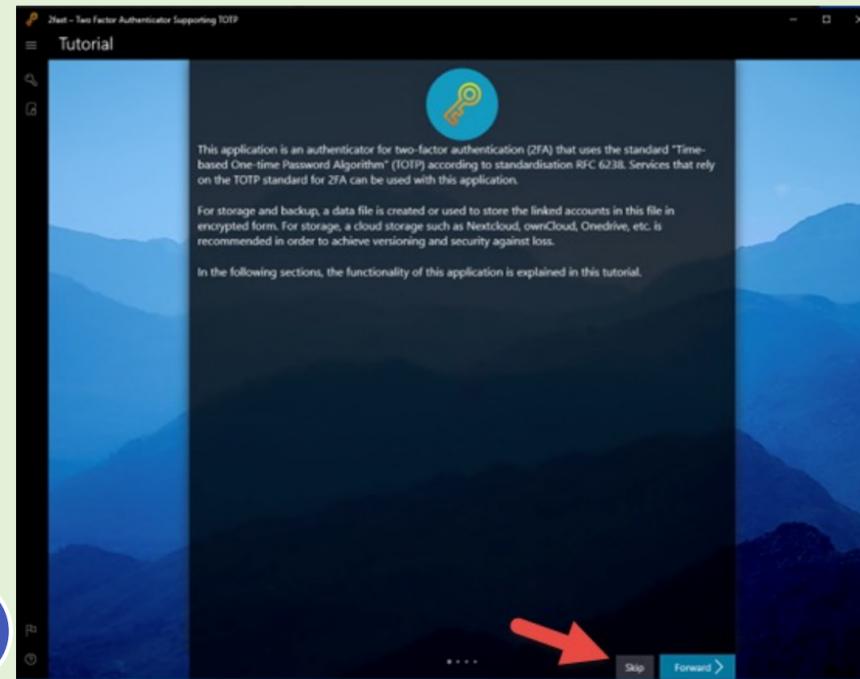
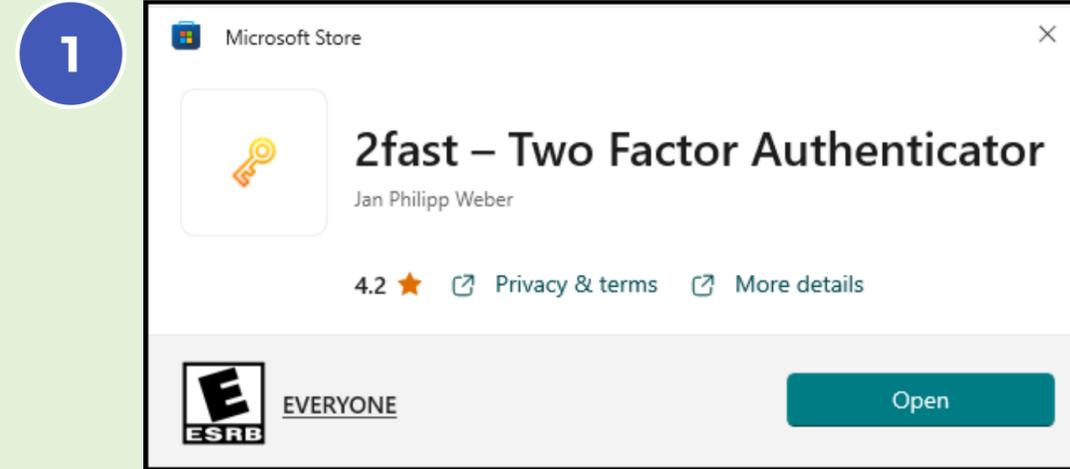


The **Microsoft 2fast Desktop Application** satisfies the multi-factor authentication (MFA) requirement set by Rolls-Royce.

The following steps walk through downloading and installing the 2fast application

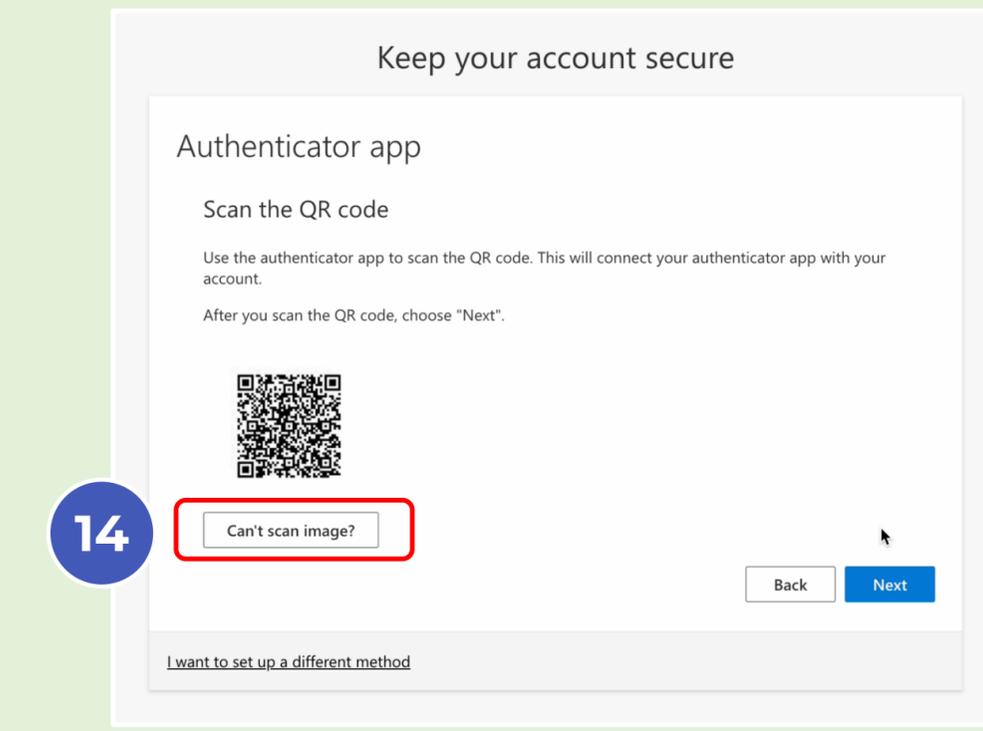
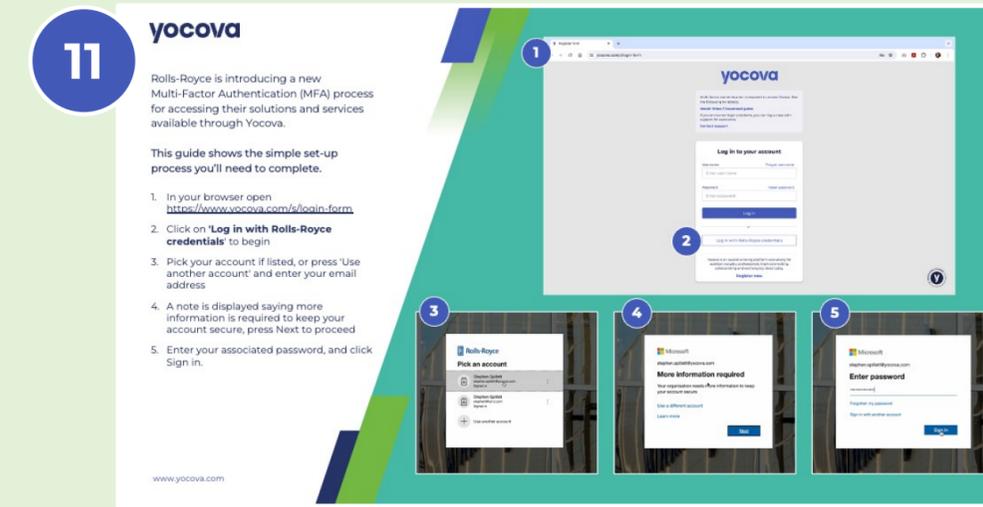
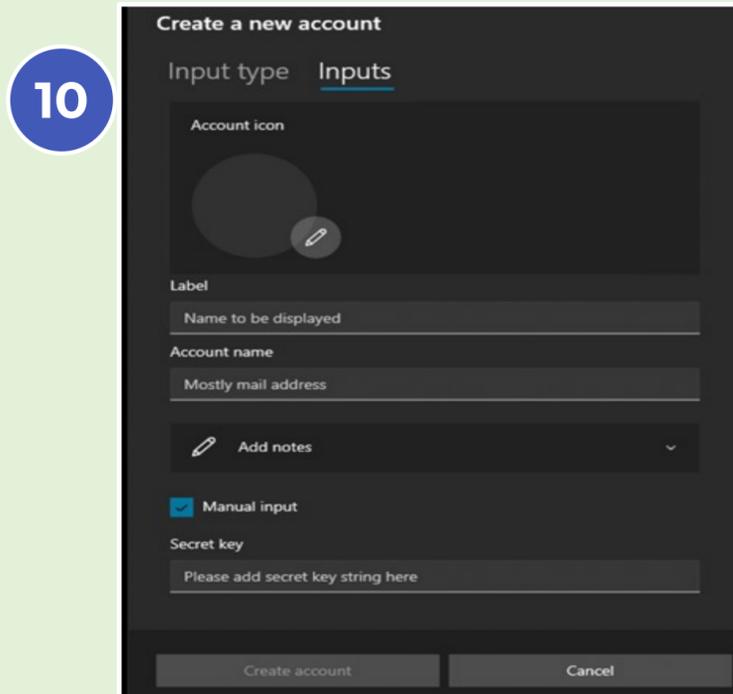
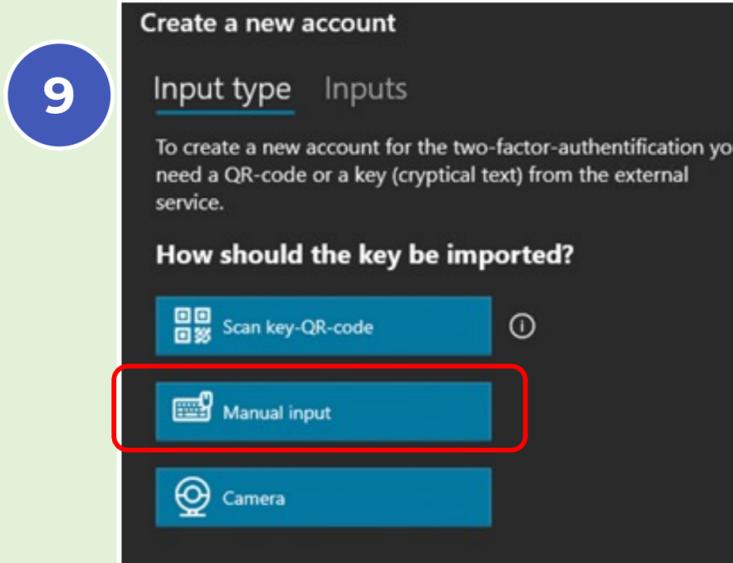
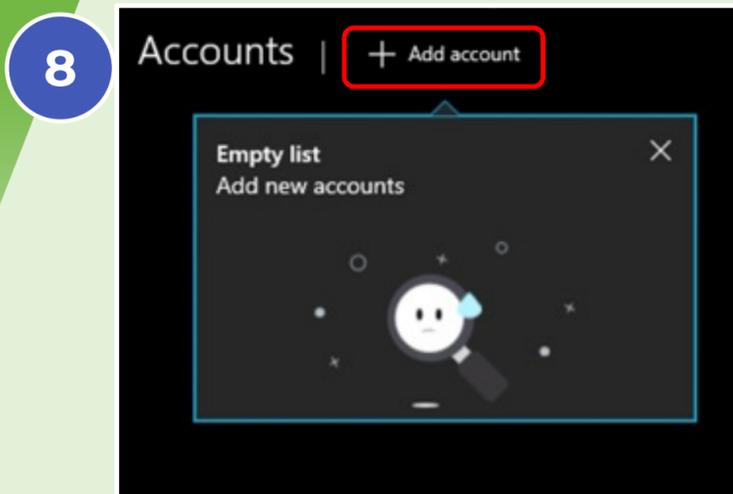
1. Download the 2fast application from the Microsoft store
2. Select Open to Launch the application
3. Click on "Skip" for the tutorial
4. Click on "Create new data file (First Start)"
5. Click on "Choose Local Path" and choose a location
6. Create a name for the datafile. You will also need to set a password*
7. Click on "Create data file".

*The password will be used every time you open or use the application, so make sure it is something you can remember, or store securely in a password manager.



Setting up Microsoft 2fast Desktop Application (continued)

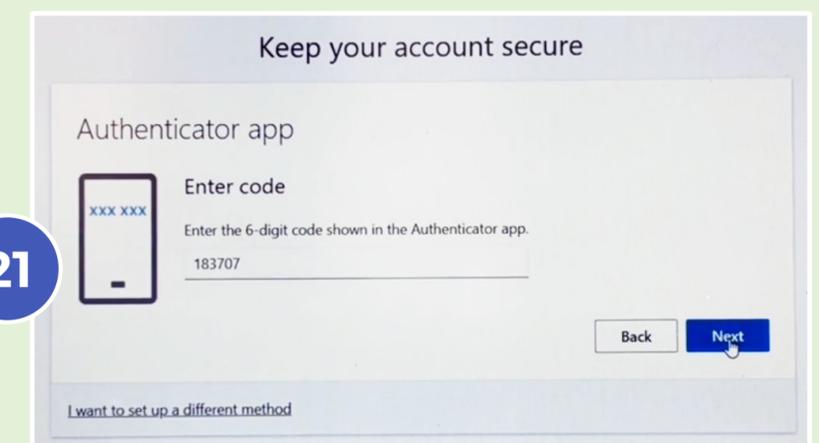
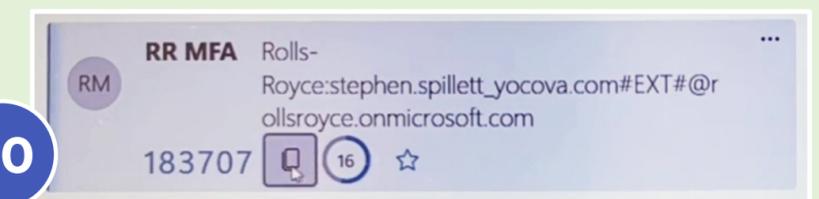
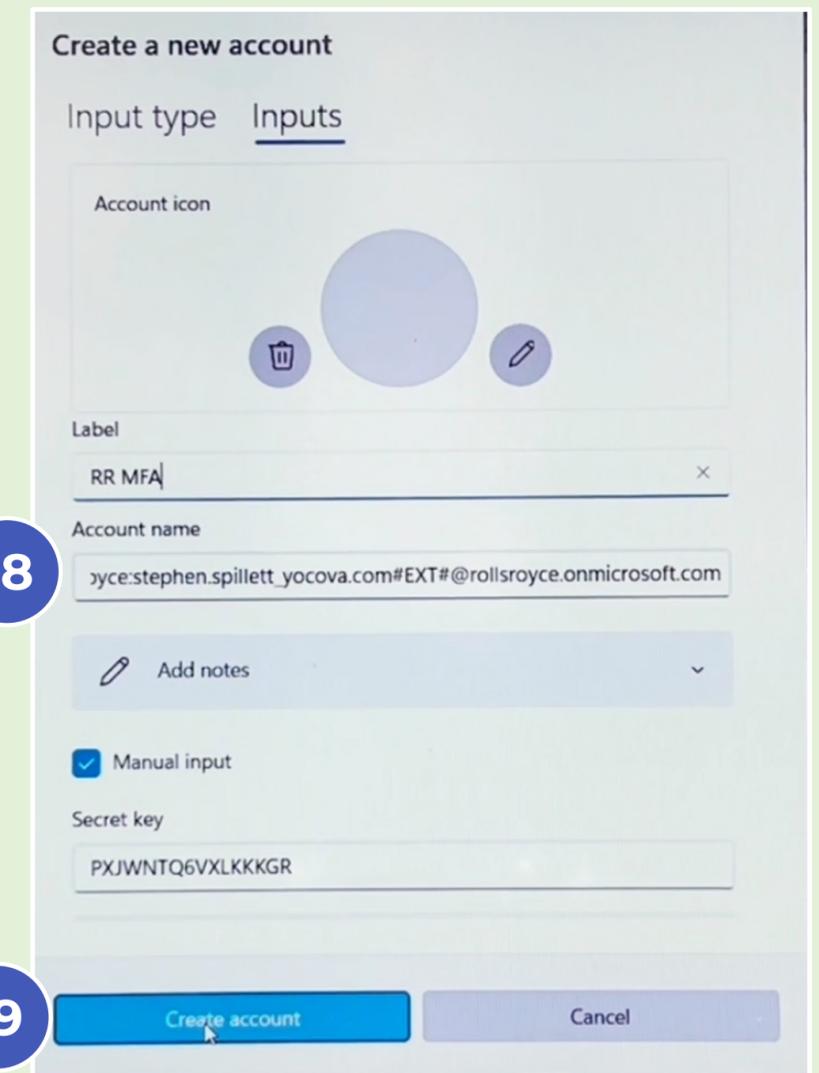
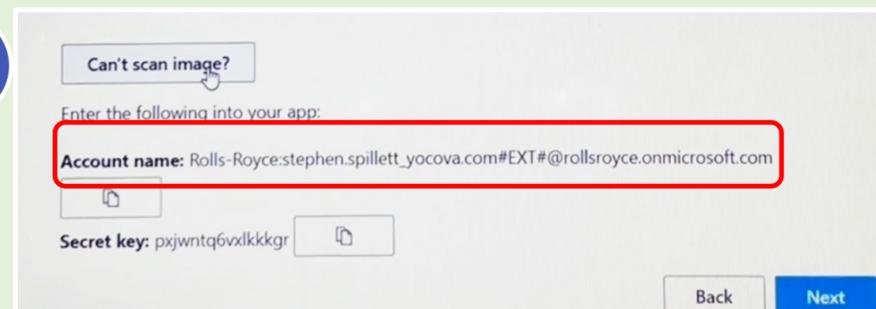
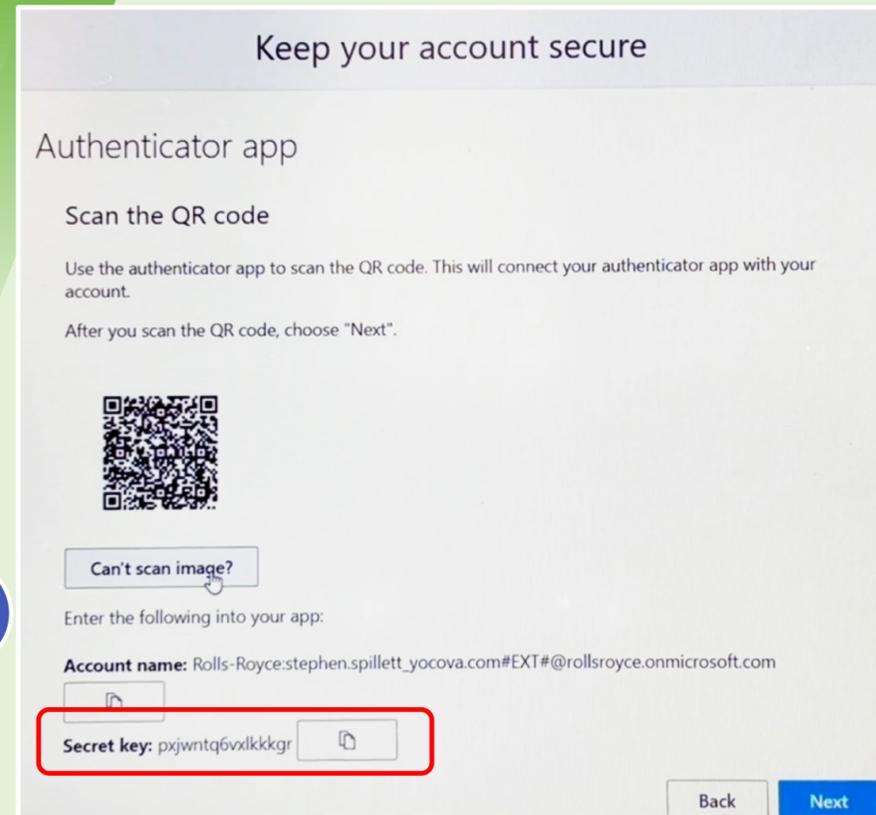
8. Click on “+ Add account” to start the registration process
9. Click on “Manual Input”
10. Leave this window open and start the MFA set up process on Yocova.
11. Log in to Yocova following the five steps, as shown at the beginning of this guide (see [Page 2](#))
12. Click on “I want to use a different authenticator app”
13. Click Next
14. Click on “Can’t scan image”.



Setting up Microsoft 2fast Desktop Application (continued)

15. You will see 2 items appear below the QR code. One called "Account Name" another called "Secret Key"
16. Copy the "Secret Key". Return to the 2fast MFA application and paste the value into the "Secret Key" box
17. Return to the MFA setup and copy the value from "Account Name"
18. Again, return to the 2fast MFA application and paste the copied "Account Name" value into both the Account Name box. While adding a suitable Label to name the account
19. Click on 'Create Account'
20. Copy the 6-digit code, return to the MFA setup screen in your browser, and click on Next
21. Enter the 6-digit code from the 2fast MFA Application on this next screen.

And with that last click, **you have successfully set up MFA.**



If this is your first-time login you'll need to **review, and accept, Yocova Terms.**

22. Click on the link to open

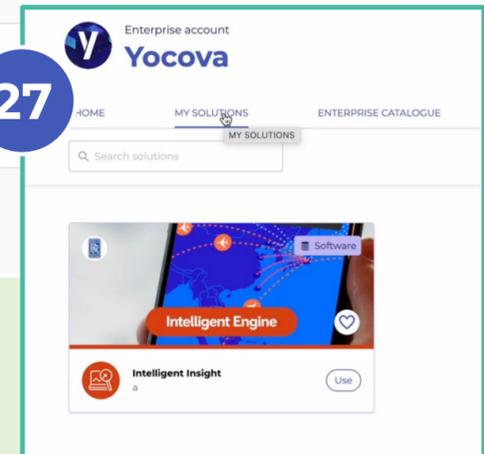
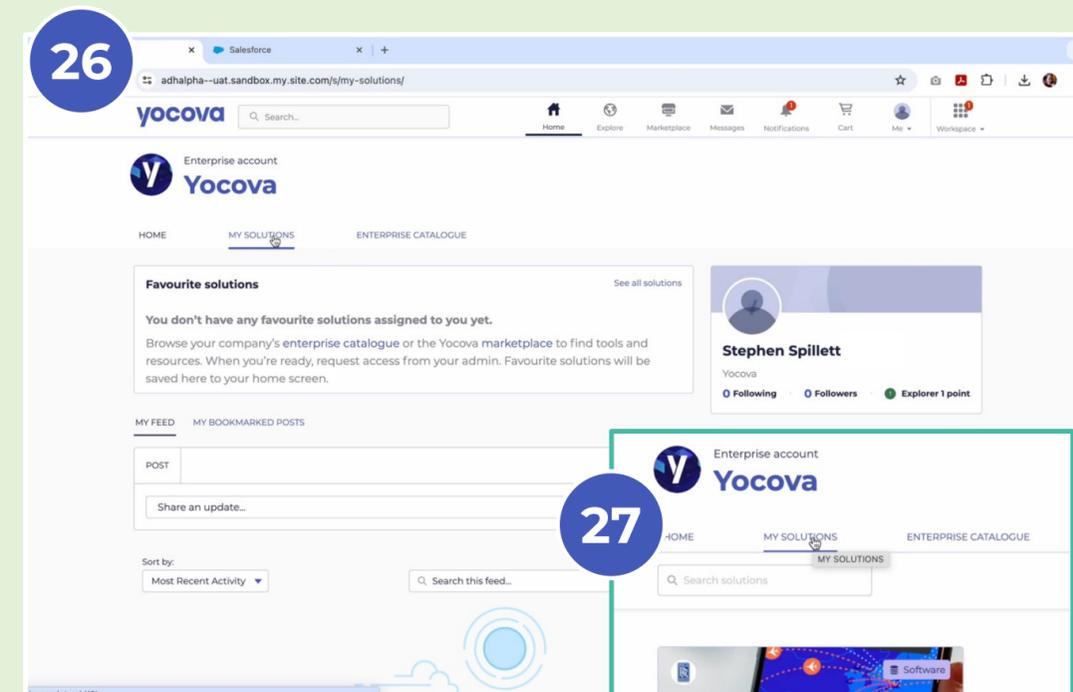
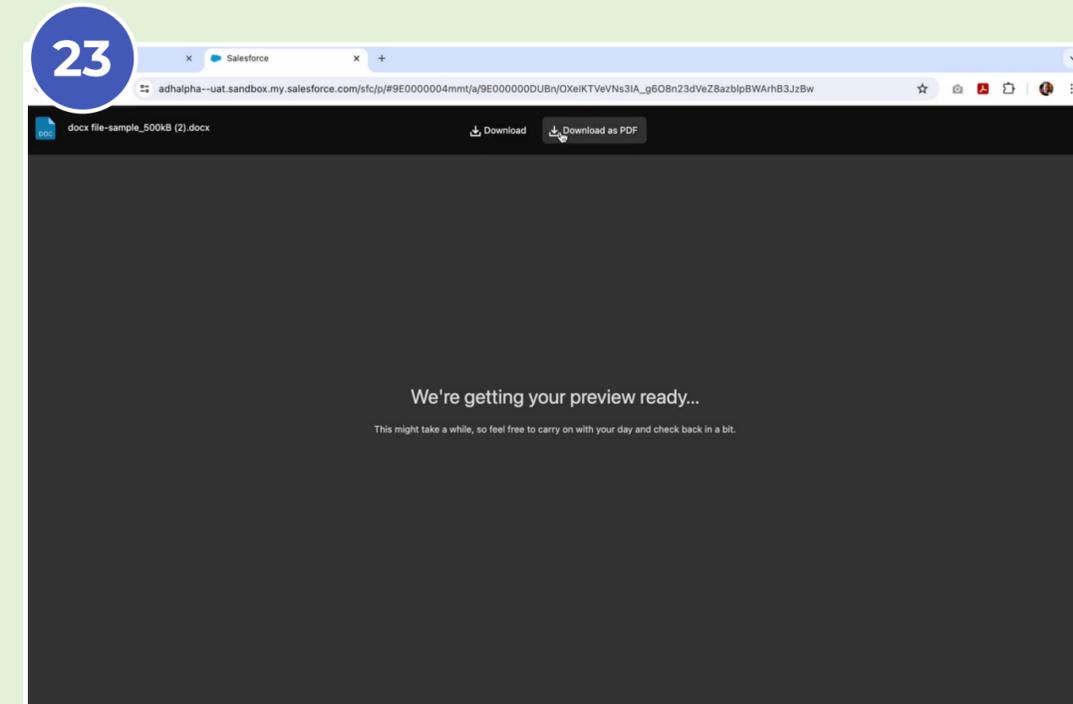
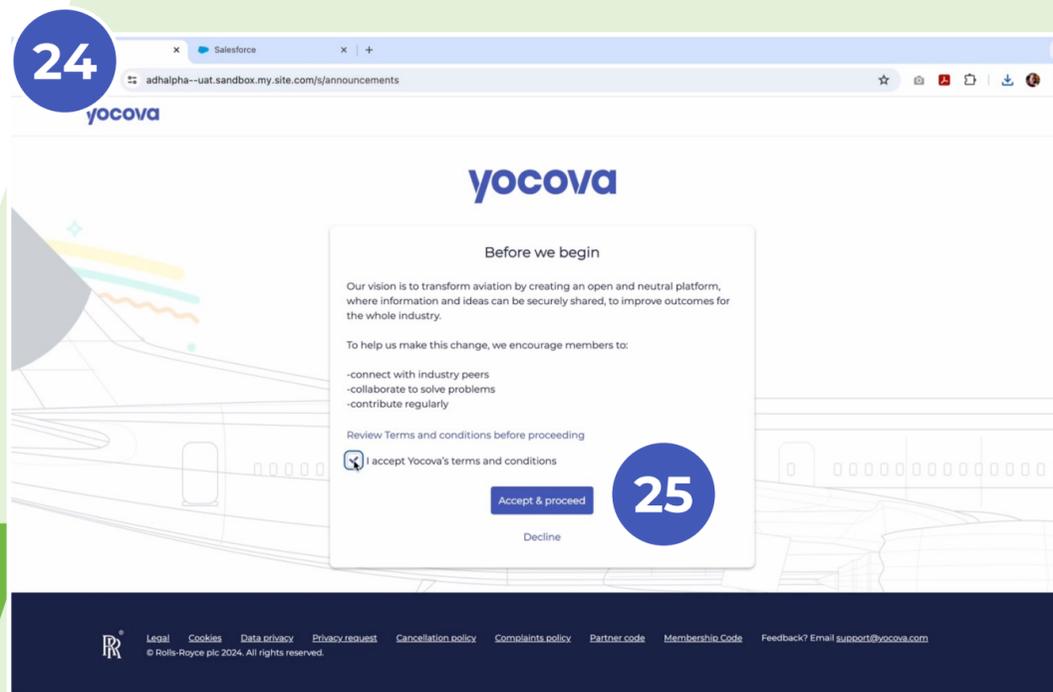
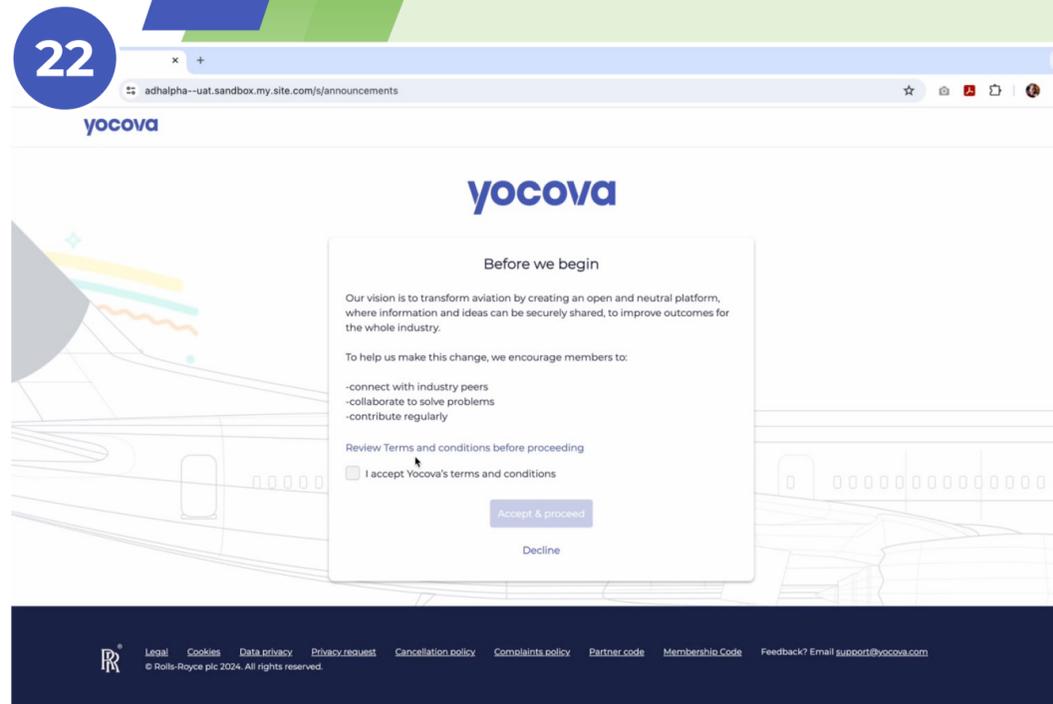
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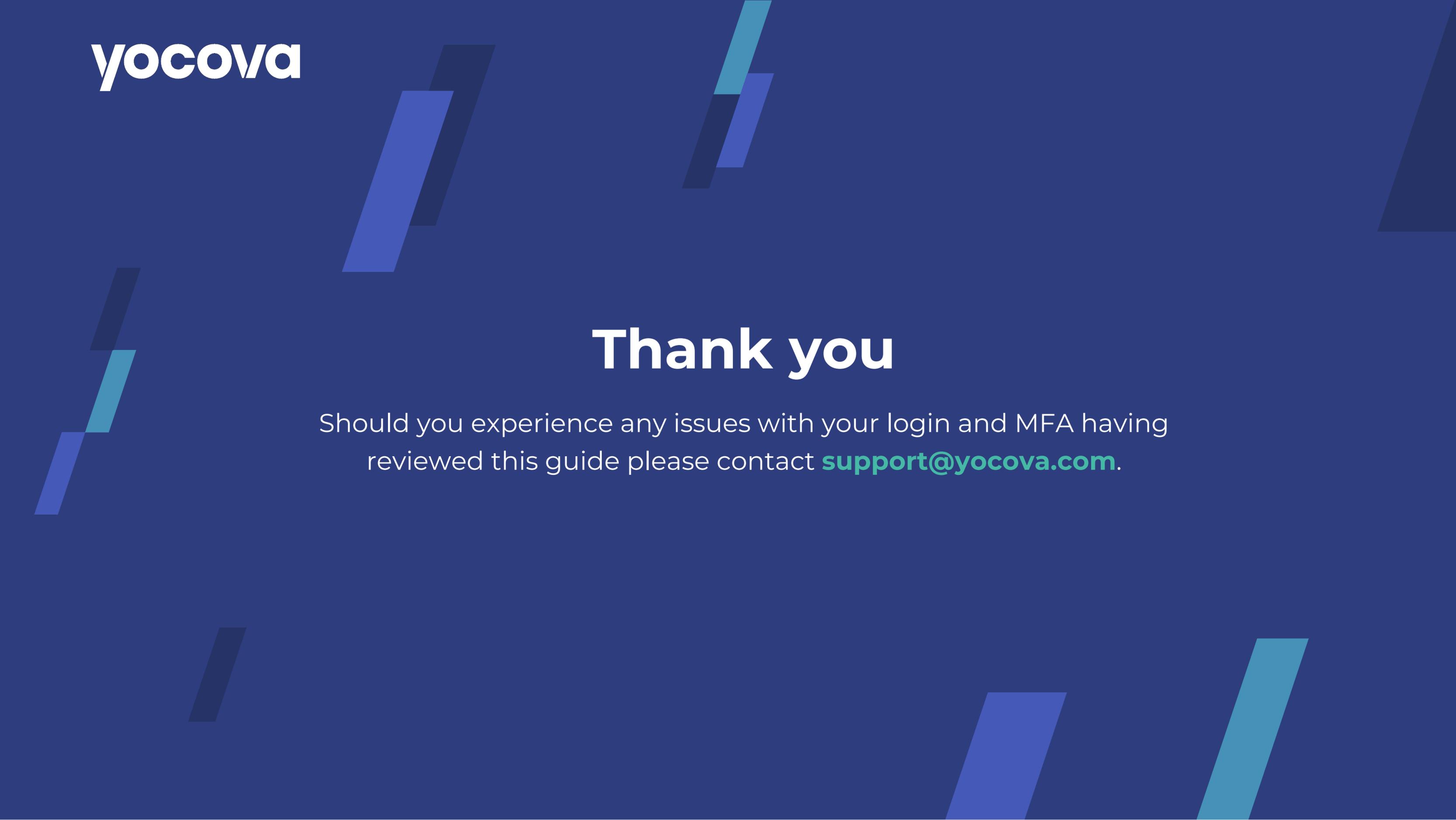
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25. Press Accept & Proceed to continue

26. The Yocova homepage loads

27. To locate your Rolls-Royce Solutions and Services please click 'My Solutions'.





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Thank you

Should you experience any issues with your login and MFA having reviewed this guide please contact support@yocova.com.