

## Okta Instruction FAQ

## **How to Register for Okta**

- Open browser window and go to <a href="https://login.mutualofomaha.com/">https://login.mutualofomaha.com/</a>
  - o This site is for Okta registration only and authentication management.
  - After successfully registering for Okta, you will continue to use the same SPA website (<u>mutualofomaha.com/broker</u>) as you previously have.
- Enter your SPA Username and click Next
- Enter SPA password and click Sign In
- Choose a forgot password question
- Select a security image and click Create My Account
- A list of options will appear (see image below), you must select 1 and we recommend at least 2
- Begin the multifactor authorization by clicking the Setup button under the multifactor authorization you choose.

## **How to Get Started**

Click here for instructions to download/authenticate with the Okta mobile application.

Click on the link below for the authentication option you choose:

- SMS Authentication (Text to phone)
- Voice Call Authentication
- Email Authentication

For further assistance with updating your contact and email information on SPA, click here.

<u>Click here</u> to review the Okta Dashboard.