

# TOUCHNET

## Setting Up Two-Step Security Settings in SLCCPay+

Log in to your MySLCC.

1. Select the "Tuition and Financial Aid" tab.
2. Under the box "My Account" click on the link "SLCCPay+".



3. You will be redirected to your SLCCPay+ account. On the right is a large menu, select the "Security Settings" box.

A screenshot of the SLCCPay+ account dashboard. At the top is a blue navigation bar with "My Account", "Make Payment", "Payment Plans", "Refunds", and "Help". The main content area is divided into several sections. On the left is an "Announcement" box with contact information for Accounts Receivable and Cashier Services. In the center is a "Student Account" section showing a balance of \$0.00 and buttons for "View Activity", "Enroll in Payment Plan", and "Make Payment". Below that is a "Statements" section with a "View Statements" button. On the right is a "My Profile Setup" menu with options: "Authorized Users", "Personal Profile", "Payment Profile", "Security Settings" (highlighted with a red box and a red number 3), "Consents and Agreements", and "Electronic Refunds". At the bottom right is a "Term Balances" section.

4. Select your preferred method as your first choice. You can select text, email, or Google Authenticator. Enter the required information. SLCCPay+ will send an initial code to validate your entered information. You must enter the code sent to you to proceed.

# My Profile

Personal Profile

Payment Profile

Security Settings

## Two-Step Verification Enrollment

### Primary Method

Please select how you would like to receive a passcode.

Text message to existing or new mobile number

Existing mobile numbers

801- -3937

Select

New mobile number

AT&T

Send Code

Email message to existing or new email address

Google Authenticator (Download Google's Authenticator app from the App Store (IOS) or GooglePlay (Android))

### Backup Method (optional)

Adding a backup method allows a passcode to be sent to an additional mobile number or email address.

Setup Method

5. As a second option or incase you forget your first method, repeat step four as your "Backup Method". If you selected text as your first option, your "Backup Method" will default to email. SLCCPay+ will again send a code to the selected method, you will need to enter the information to proceed.

# My Profile

Personal Profile

Payment Profile

Security Settings

## Two-Step Verification Enrollment

### Primary Method

Passcode communications will be sent to **801- -3937**

Mobile Carrier

Edit

### Backup Method (optional)

Adding a backup method allows a passcode to be sent to an additional mobile number or email address.

Text message to existing or new mobile number

Email message to existing or new email address

Existing email addresses

username @bruinmail.slcc.edu

Select

New email address

Send Code

Google Authenticator (Download Google's Authenticator app from the App Store (IOS) or GooglePlay (Android))

You are finished and have set up your security settings for password resets and changing your Refund/Payment information.