

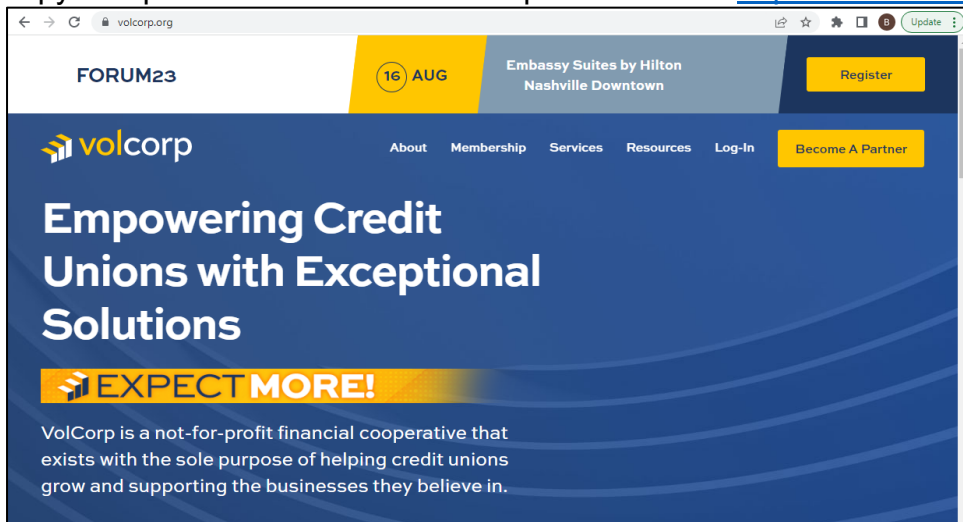


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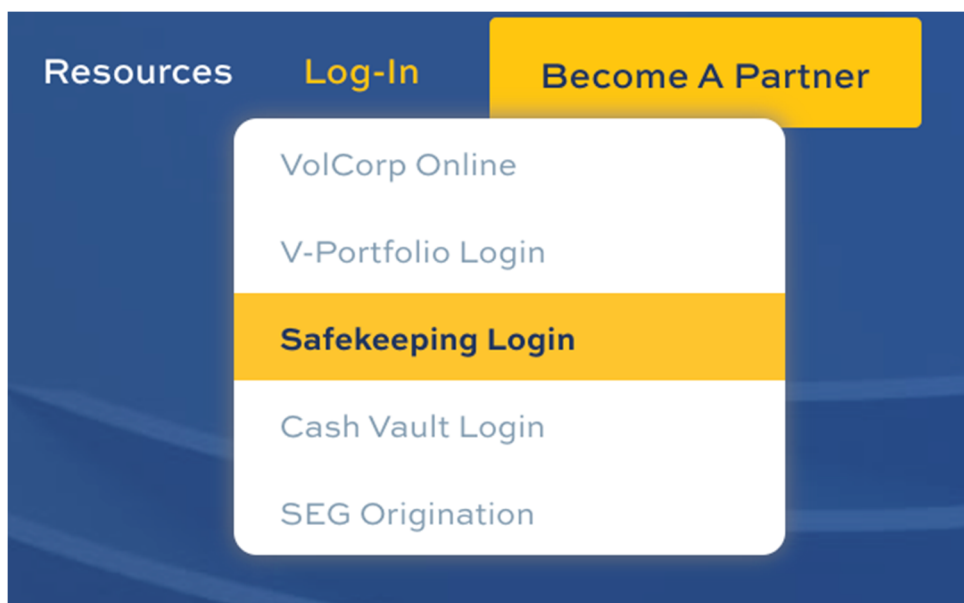
## VolCorp Log-In Instructions After Enrolling in Okta

<b>Description</b>	Logging into Safekeeping after completing enrollment in Okta.
<b>Perspective</b>	VolCorp members who have completed Okta enrollment and set-up at least one multi-factor authentication (MFA) method
<b>Prerequisites</b>	Must have completed Okta enrollment and MFA set-up. Must have access to work computer and MFA method.
<b>Business Outcome (Success Criteria)</b>	Users will successfully access Safekeeping using their Okta log-in and chosen MFA method to gain access to the main Safekeeping page.

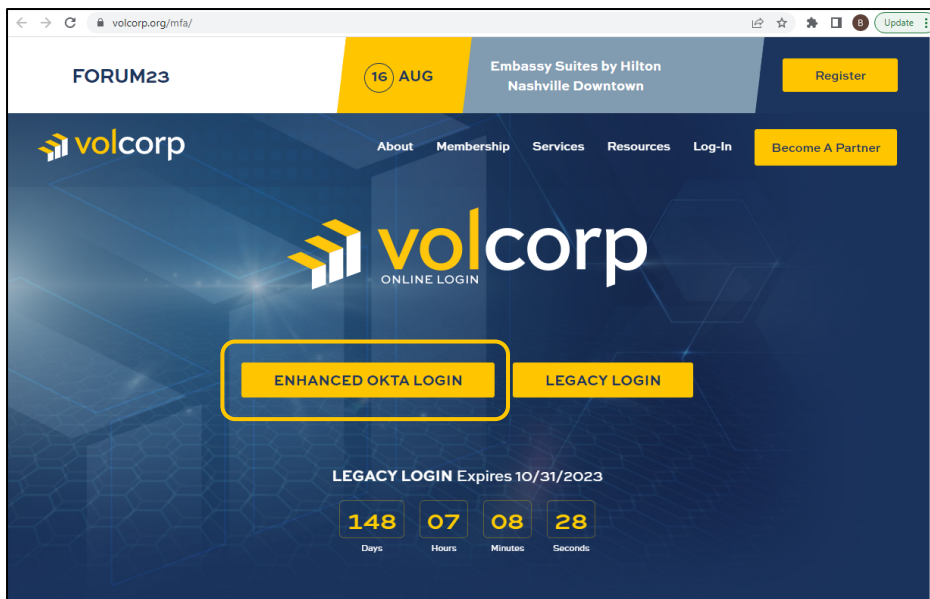
1. **Open an internet browser** and navigate to the main **VolCorp website**. You may also copy and paste the website address provided here: <https://www.volcorp.org/>



2. Go to the **Log-In** menu at the top and select **Safekeeping Login**.



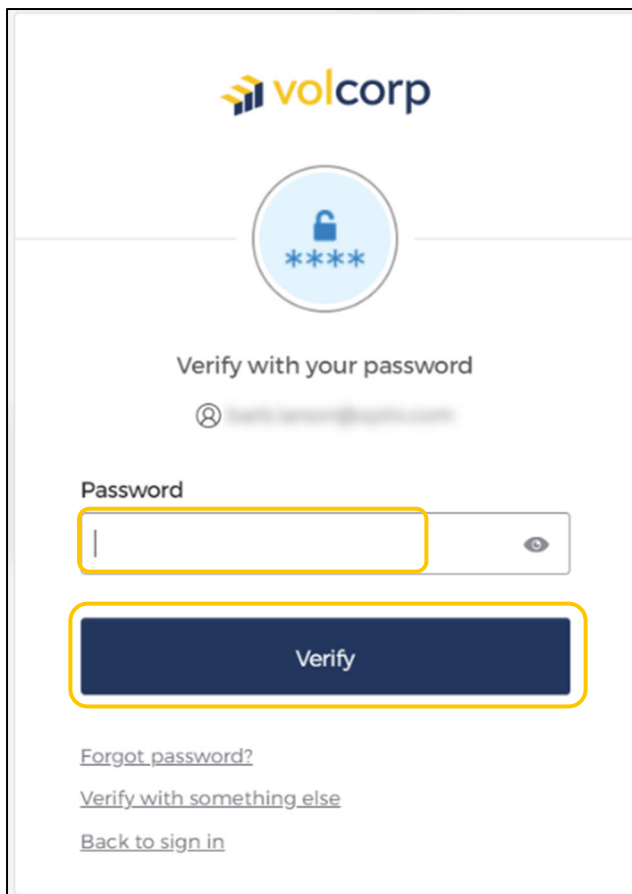
3. You will be directed to a new, temporary log-in page. As a user with an established Okta account, select the **Enhanced Okta Login** button.



4. Enter **Username** (it may be pre-populated for you) and click **Next**.

The screenshot shows the 'Connecting to' page for the Okta dashboard. At the top, it says 'Connecting to' with an Okta logo icon. Below that, it says 'Sign in with your volcorpcu account to access Okta Dashboard'. The main content area features the volcorp logo and a 'Sign In' section. This section contains a 'Username' label above a text input field (highlighted with a yellow box). Below the input field is a checkbox labeled 'Keep me signed in'. At the bottom of the 'Sign In' section is a large blue 'Next' button (highlighted with a yellow box). Below the 'Next' button are two links: 'Unlock account?' and 'Help'.

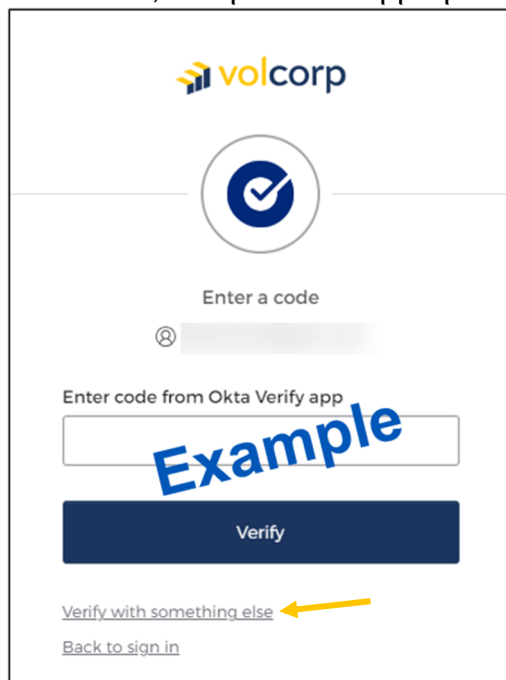
5. Enter your Okta **password** and click **Verify**.



The image shows a login page for Volcorp. At the top is the Volcorp logo. Below it is a circular icon with a padlock and four asterisks. The text "Verify with your password" is displayed. A user icon and a blurred email address are shown. There is a "Password" label above a text input field, which is highlighted with a yellow border. To the right of the input field is an eye icon. Below the input field is a dark blue "Verify" button, also highlighted with a yellow border. At the bottom, there are three links: "Forgot password?", "Verify with something else", and "Back to sign in".

6. **Complete the steps for the Okta security method** you set-up during enrollment.  
Security methods: 1) Okta Verify, 2) Phone, or 3) Security Key

*Note:* The security method you used the last time you logged in will automatically begin.  
From here, complete the appropriate steps for multi-factor authentication.



The image shows a login page for Volcorp. At the top is the Volcorp logo. Below it is a circular icon with a checkmark. The text "Enter a code" is displayed. A user icon and a blurred email address are shown. Below that is the text "Enter code from Okta Verify app" above a text input field. A large blue "Example" watermark is overlaid on the input field. Below the input field is a dark blue "Verify" button. At the bottom, there are two links: "Verify with something else" and "Back to sign in". A yellow arrow points to the "Verify with something else" link.

*Tip:* If you chose to set up more than one security method during enrollment, and you'd like to use it now, click **Verify with something else**. (noted with the yellow arrow).

7. Congratulations! You have successfully logged into Safekeeping using Okta multi-factor authentication.