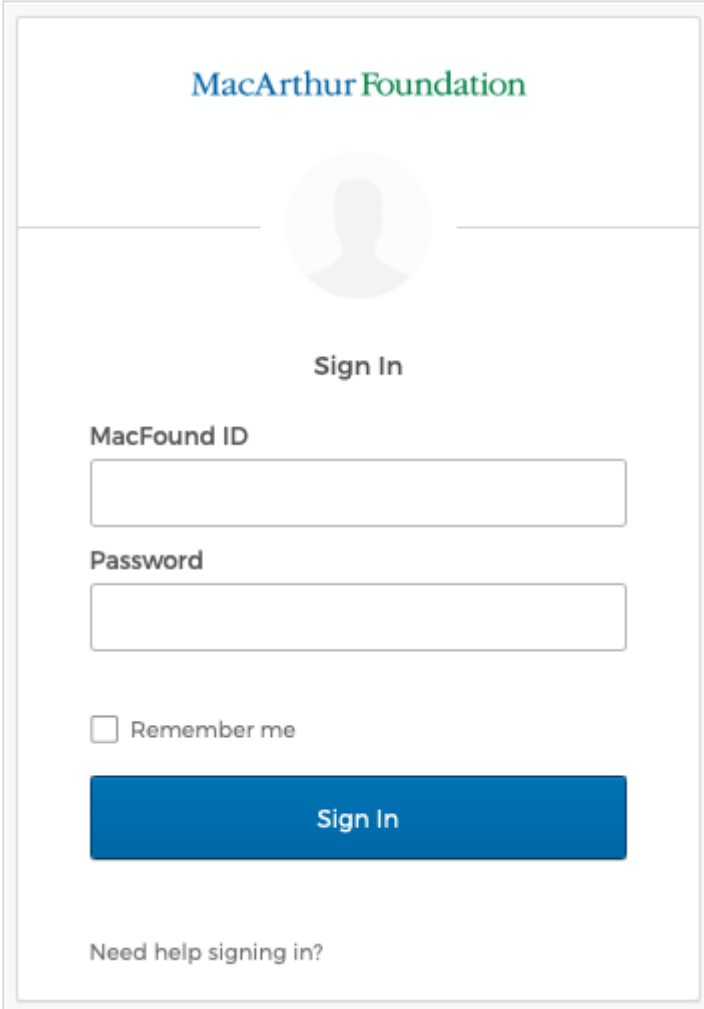


How to login to Lever for Change competition wikis

1. In a web browser, navigate to the MacArthur's Foundation's Okta portal at <https://macfound.okta.com>.
2. Enter your **MacFound ID** and **Password** and click the **Sign In** button:

The image shows a screenshot of the MacArthur Foundation's Okta sign-in page. At the top, the text "MacArthur Foundation" is displayed in a green font. Below this is a circular placeholder for a user profile picture. Underneath the profile picture is the text "Sign In". The form contains two input fields: "MacFound ID" and "Password". Below the "Password" field is a checkbox labeled "Remember me". At the bottom of the form is a large blue button with the text "Sign In". At the very bottom of the page, there is a link that says "Need help signing in?".

Sign In

If you've forgotten or lost your password, see [How to reset your Lever for Change competition wikis \(Okta\) password](#).

3. Select how you would like to complete the multifactor authentication* process (**SMS Authentication** is the most common**) and click the corresponding **Setup**

button:

MacArthur Foundation

Set up multifactor authentication

Your company requires multifactor authentication to add an additional layer of security when signing in to your Okta account

- Okta Verify**
Use a push notification sent to the mobile app.
- YubiKey**
Insert your YubiKey and tap it to get a verification code.
- Google Authenticator**
Enter single-use code from the mobile app.
- SMS Authentication**
Enter a single-use code sent to your mobile phone.
- Security Question**
Use the answer to a security question to authenticate.

Set up multifactor authentication

4. Assuming you've selected SMS Authentication, enter your mobile phone number in the **Phone number** field and then click the **Send code** button:

MacArthur Foundation

SMS

Receive a code via SMS to authenticate

United States

Phone number

+1

Send code

Back to factor list

Receive a code via SMS to authenticate

5. From your mobile phone messaging app, find the six-digit code and then type it into the **Enter Code** field and click the **Verify** button:

MacArthur Foundation

SMS

Receive a code via SMS to authenticate

United States

Phone number

+1 7120186300 Sent

Enter Code

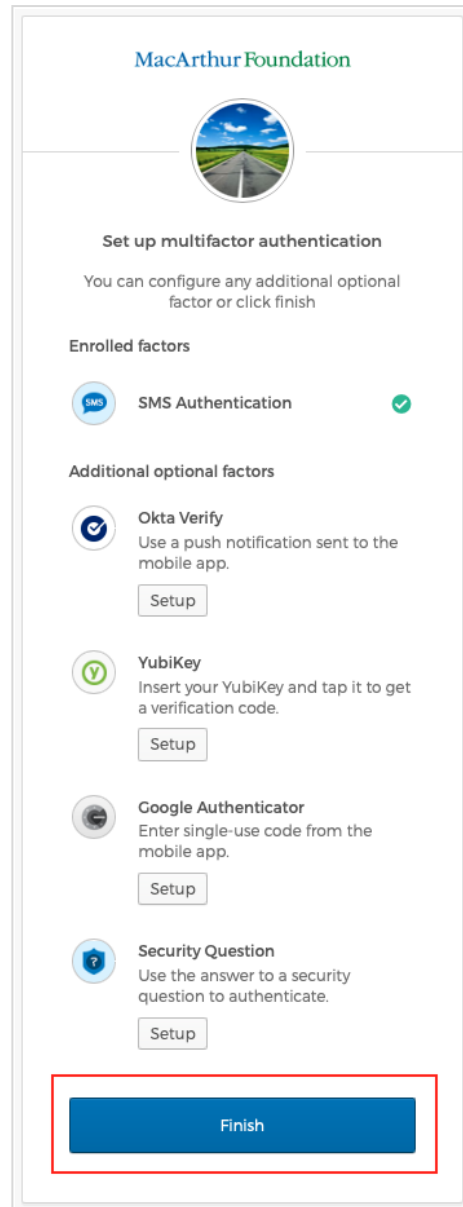
Verify

[Back to factor list](#)

Enter code.png

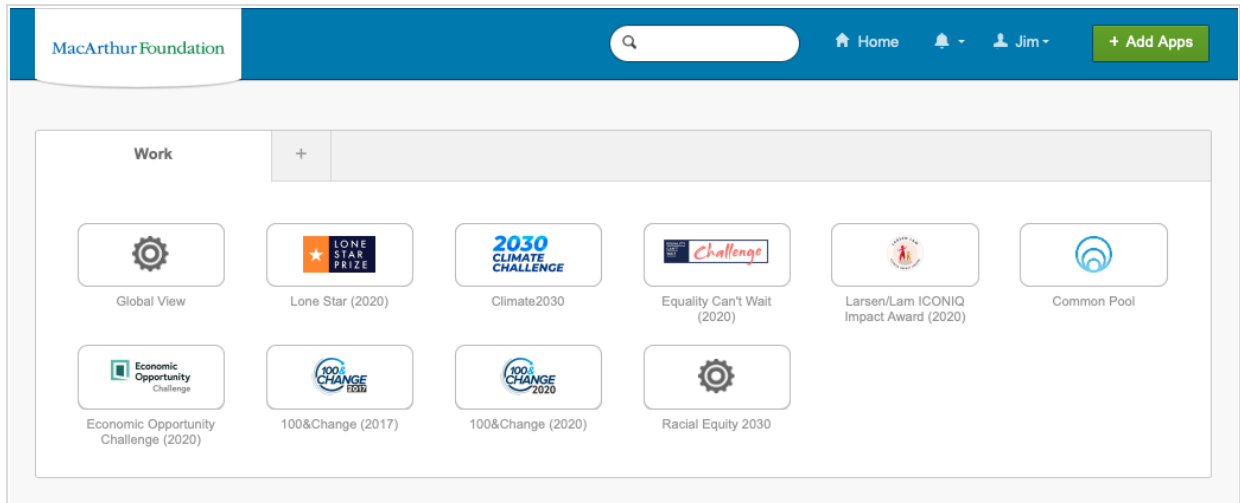
- You will be returned to the **Set up multifactor authentication** dialog window. Assuming you don't want to set up any additional authentication options, click

the **Finish** button:



Finish

7. With the **Home** page displayed, select the *chiclet* (Yes, the buttons are called chiclets) for the competition you want to view:



Home

Your web browser will open a new tab displaying the corresponding wiki.

If you have any questions about this process, please contact the MacArthur Foundation **Global Service Desk** (globalservicedesk@macfound.org).

*Multifactor authentication provides an extra layer of security when logging in to web applications. It has become the standard for organizations that value the the privacy of their users and the security of their data.

**There are four other ways to authenticate your login. They are:

- **Okta Verify:** An app you can install on your mobile phone (or computer) that generates the six-digit codes needed to authenticate. It also offers push authentication, a message generated by the app asking if you are attempting to login. You simply acknowledge using the app.
- **YubiKey:** An actual key (it looks like a thumb drive) that you install in your computer's USB drive or tap against your phone to authenticate your login.
- **Google Authenticator:** Similar to Okta Verify, it's an app you install on your mobile phone to authenticate your login.
- **Security Question:** Allows you to set a security question and corresponding answer which you enter to authenticate your login.

