



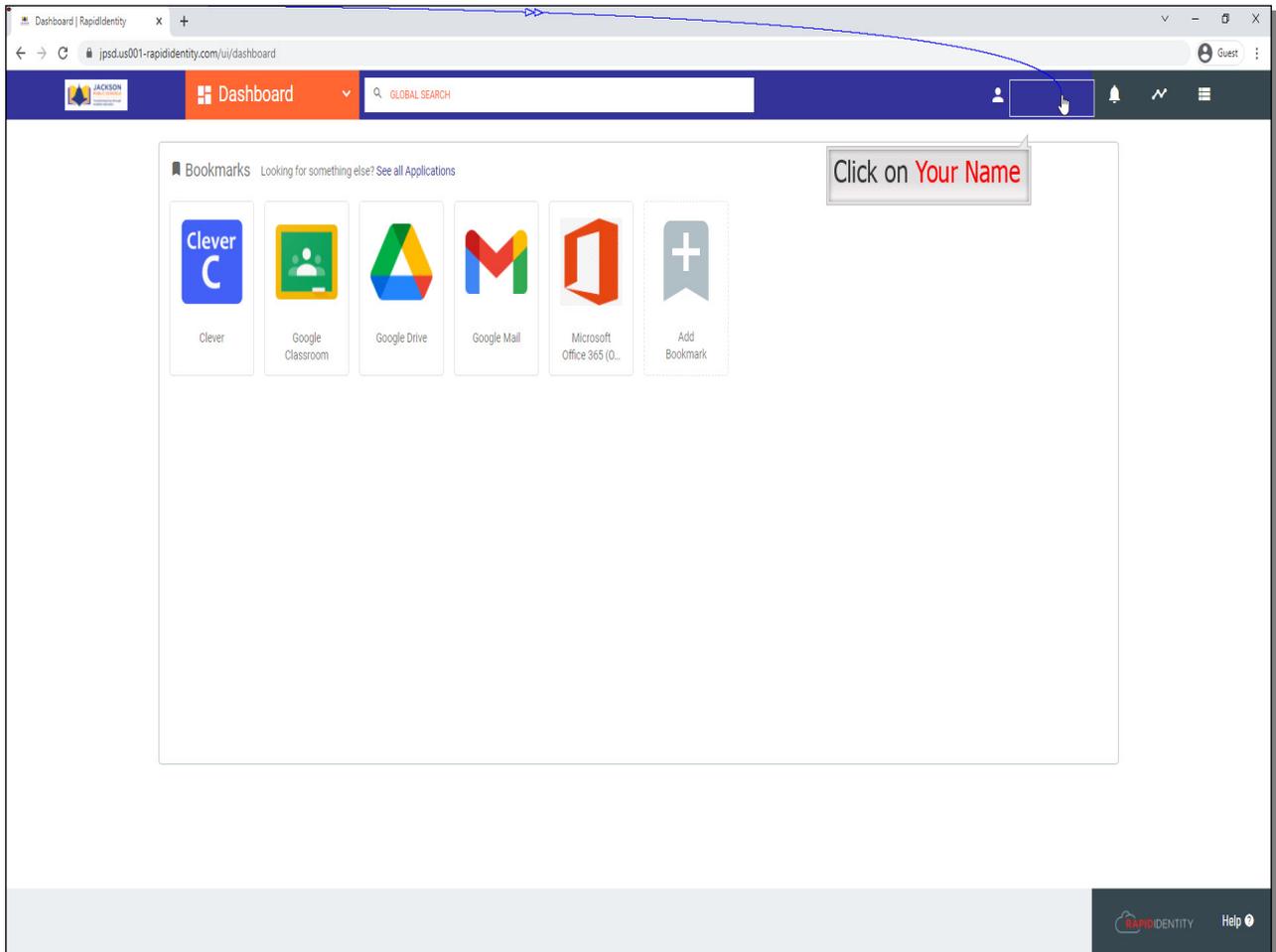
Adding a Mobile Phone Number to Receive SMS MFA Messages

Jackson Public Schools | Information Technology Services



JPS Identity Automation Portal - Adobe Captivate

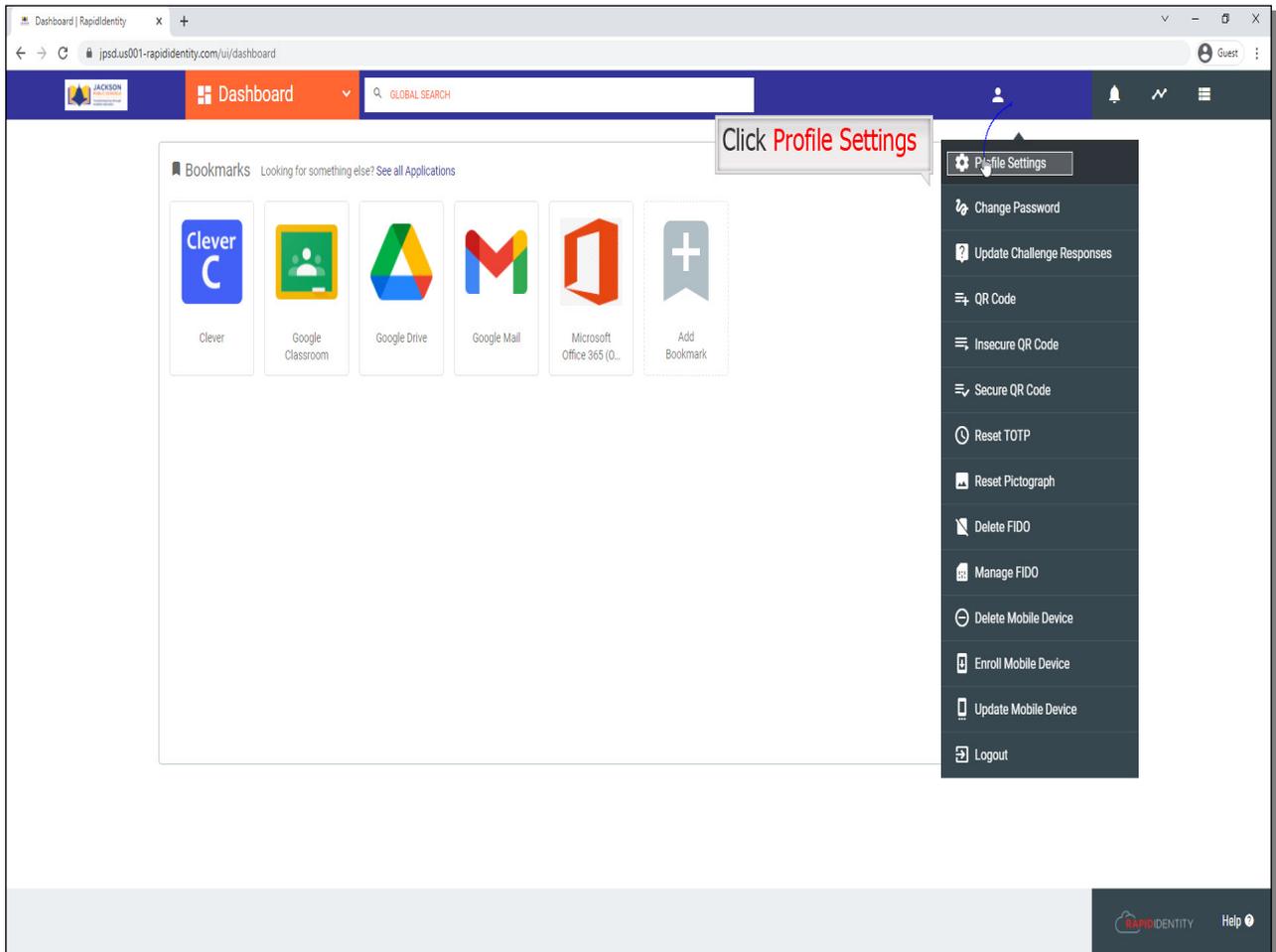
Slide 2



Click on **Your Name**

JPS Identity Automation Portal - Adobe Captivate

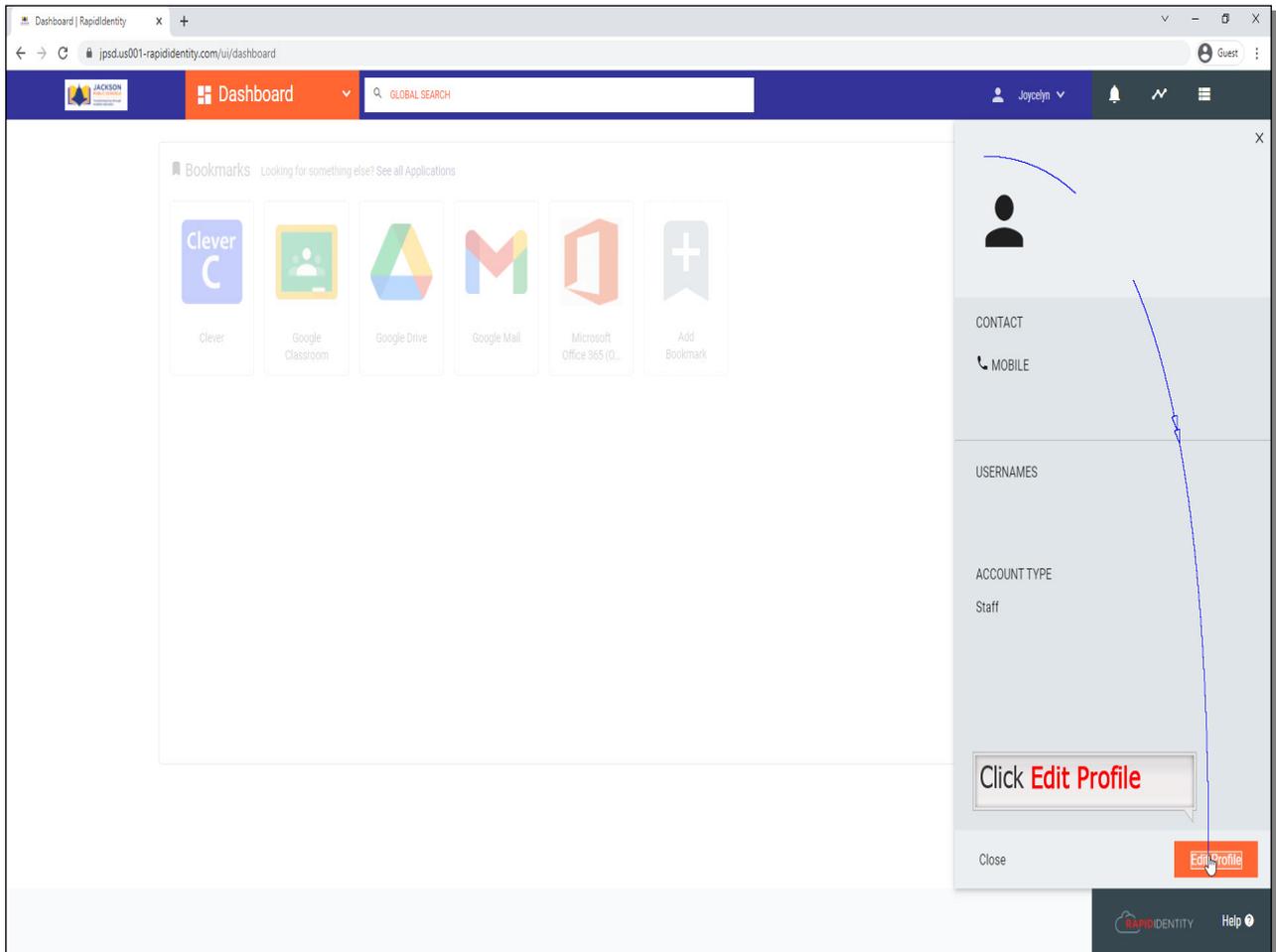
Slide 3



Click **Profile Settings**

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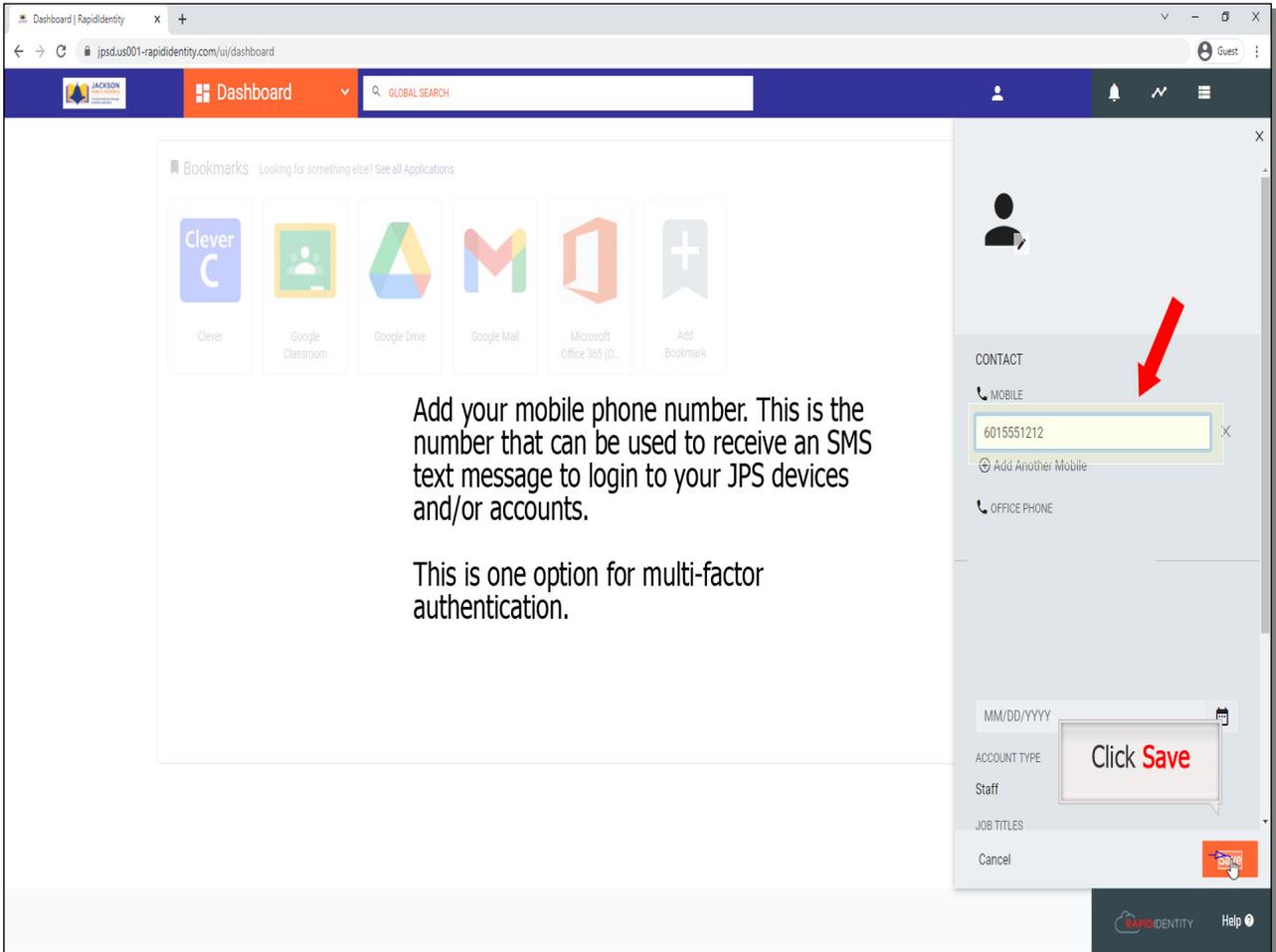
Slide 4



Click **Edit Profile**

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Slide 5



The screenshot shows a web browser window displaying the JPS Identity Automation Portal dashboard. The dashboard includes a navigation bar with a logo, a search bar, and a user profile. Below the navigation bar, there is a section for bookmarks with icons for Clever, Google Classroom, Google Drive, Google Mail, Microsoft Office 365, and an Add Bookmark button. On the right side, there is a contact form with fields for MOBILE, OFFICE PHONE, MM/DD/YYYY, ACCOUNT TYPE, and JOB TITLES. A red arrow points to the MOBILE field, which contains the number 6015551212. A 'Click Save' callout box is visible over the ACCOUNT TYPE field.

Add your mobile phone number. This is the number that can be used to receive an SMS text message to login to your JPS devices and/or accounts.

This is one option for multi-factor authentication.

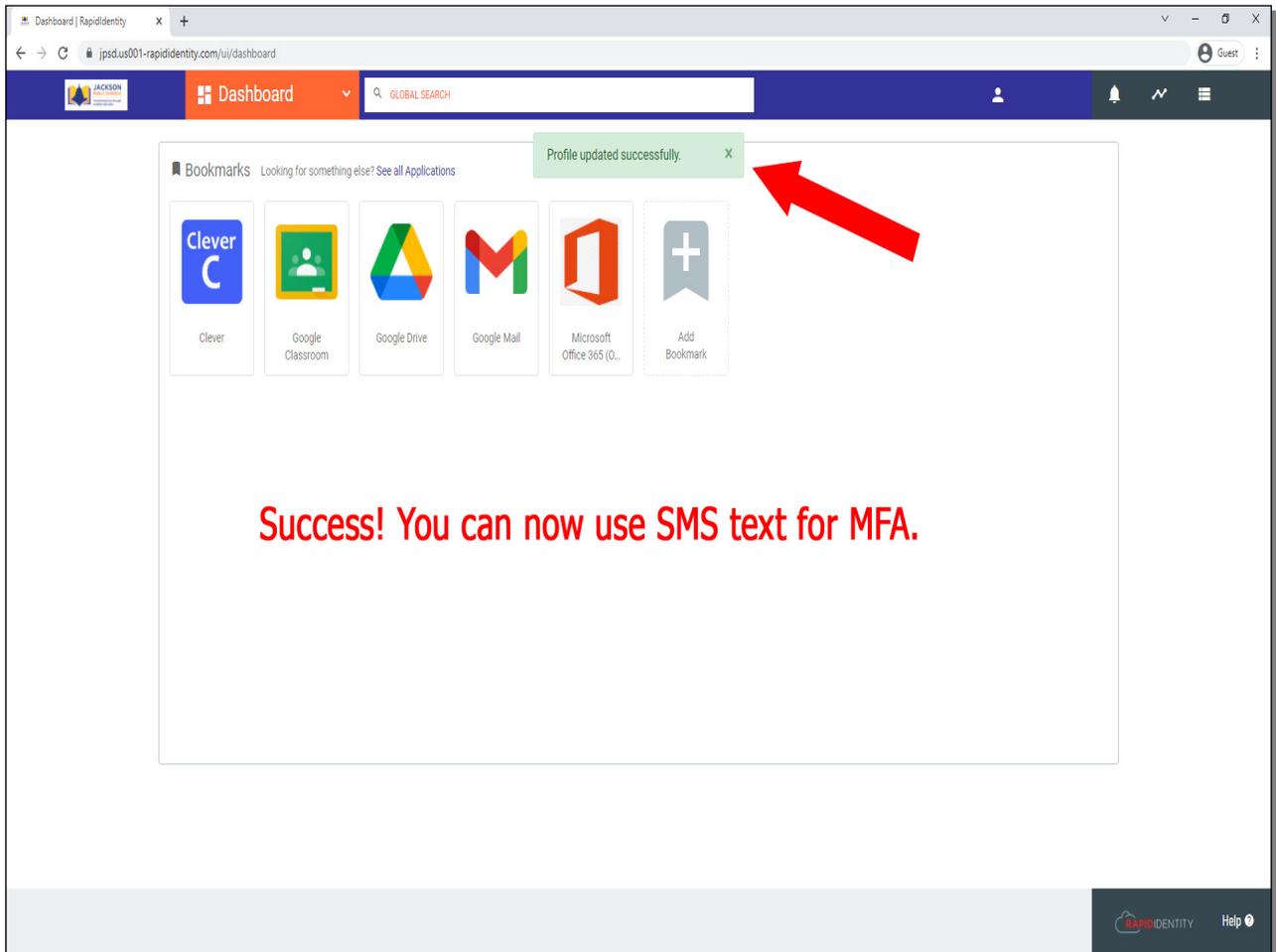
Add your mobile phone number. This is the number that can be used to receive an SMS text message to login to your JPS devices and/or accounts.

This is one option for multi-factor authentication.

Click **Save**

JPS Identity Automation Portal - Adobe Captivate

Slide 6



**Success! You can now use
SMS text for MFA.**

JPS Identity Automation Portal - Adobe Captivate

Slide 7 - Slide 7



You have now completed the process required to receive SMS text messages for multi-factor authentication.

Each time you login to the portal or to your JPS email account, you will be required to use the MFA process.

You can add additional MFA methods to your account and use them at any time.



Text Captions