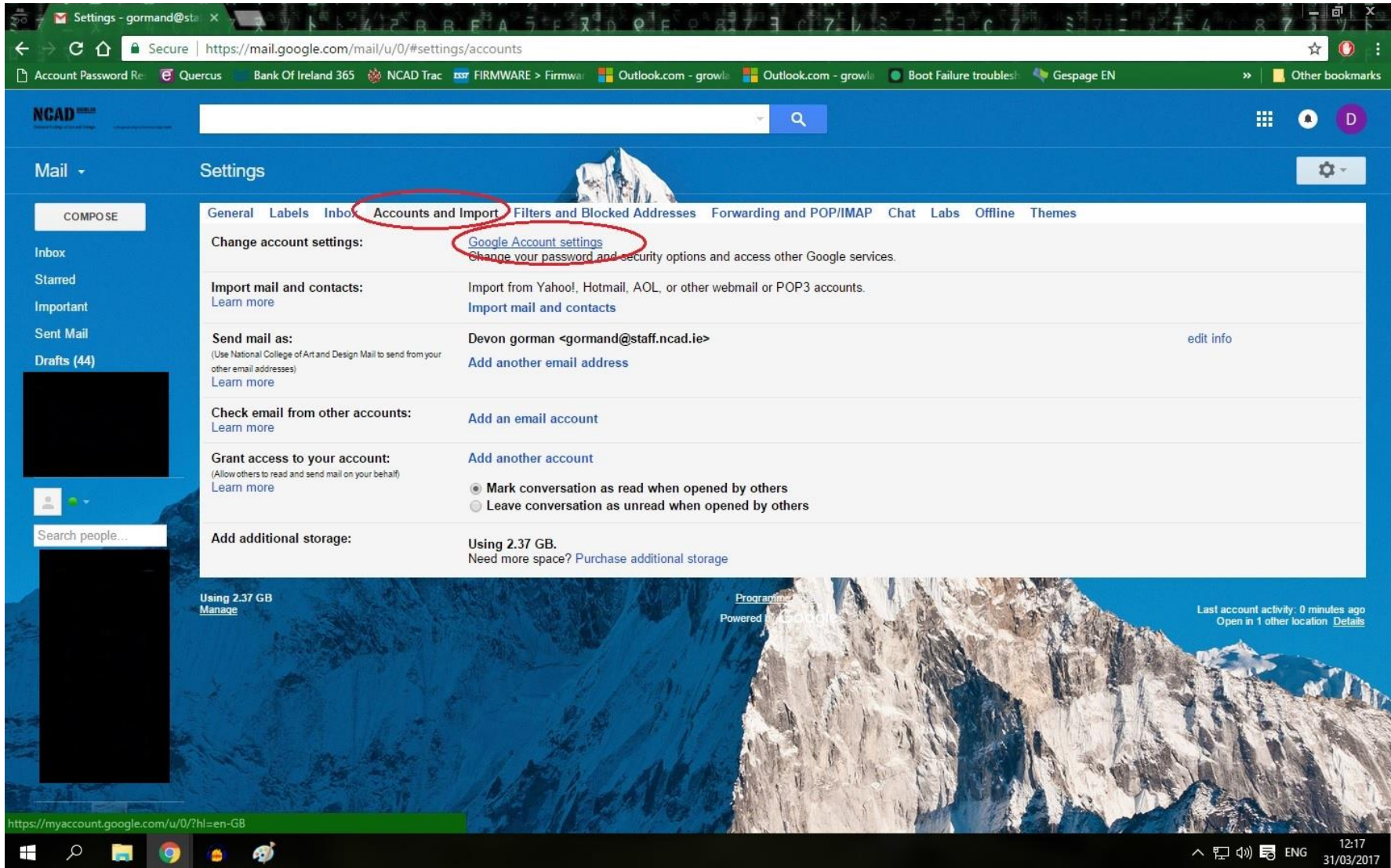


Log into your NCAD Email account. Click on the settings cog on the right side of the screen and navigate to 'Settings' and Click.



Click on 'Accounts and import' then Google account settings.

Settings - gormand@sta... x My Account x

Secure | <https://myaccount.google.com/u/0/?hl=en-GB&pli=1>

Account Password Re... Quercus Bank Of Ireland 365 NCAD Trac FIRMWARE > Firmwa... Outlook.com - growle Outlook.com - growle Boot Failure troubles Gespage EN Other bookmarks

My Account

Welcome, Devon gorman

Control, protect and secure your account, all in one place

My Account gives you quick access to settings and tools that let you safeguard your data, protect your privacy and decide how your information can make Google services work better for you.

Sign-in & security >

Control your password and Google Account access.

Signing in to Google

Device activity & notifications

Connected apps & sites

Security Check-up

Protect your account in just a few minutes by reviewing your security settings and activity.

[GET STARTED](#)

Find your phone

Personal info & privacy >

Manage your visibility settings and the data we use to personalise your experience.

Your personal info

Manage your Google activity

Ads Settings

Control your content

Privacy Check-up

Take this quick check-up to review important privacy settings, and adjust them to your preference.

[GET STARTED](#)

My Activity

Account preferences >

Set language, accessibility, and other settings that help you use Google.

Language & Input Tools

Accessibility

Your Google Drive storage

Delete your account or services

<https://myaccount.google.com/u/0/security?hl=en-GB&pli=1#signin>

12:18 31/03/2017

Under the TAB 'Sign-in & security' Click 'Signing into Google' (Highlighted)

My Account | Sign-in & security

Welcome

- Sign-in & security
 - Signing in to Google
 - Device activity & notifications
 - Connected apps & sites
- Personal info & privacy
 - Your personal info
 - Manage your Google activity
 - Ads Settings
 - Control your content
- Account preferences
 - Language & Input Tools
 - Accessibility
 - Your Google Drive storage
 - Delete your account or services
- About Google
 - Privacy Policy
 - Help and Feedback

Signing in to Google

Control your password and account access, along with backup options if you get locked out of your account.

Make sure that you choose a strong password
A strong password contains a mix of numbers, letters and symbols. It is hard to guess, does not resemble a real word, and is only used for this account.

Password & sign-in method

Your password protects your account. You can also add a second layer of protection with 2-Step Verification, which sends a single-use code to your phone for you to enter when you sign in. So even if someone manages to steal your password, it is not enough to get into your account.

Note: To change these settings, you will need to confirm your password.

Password	Last changed: 5 October 2012	>
2-Step Verification	Off	>

Account recovery options

If you forget your password or cannot access your account, we will use this information to help you get back in.

Recovery email	Add a recovery email to help secure your account	>
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On the right side of the page using your mouse click on '2-step Verification'


Settings - gormand@sta... x 2-Step Verification

Secure | <https://myaccount.google.com/u/0/signinoptions/two-step-verification/enroll-welcome>

Account Password Re... Quercus Bank Of Ireland 365 NCAD Trac FIRMWARE > Firmwa... Outlook.com - growle Outlook.com - growle Boot Failure troubles! Gespage EN Other bookmarks


Google


← 2-Step Verification ?



Protect your account with 2-Step Verification

Each time you sign in to your Google Account, you'll need your password and a verification code.
[Find out more](#)

 **Add an extra layer of security**
Enter your password and a unique verification code that's sent to your phone.

 **Keep the bad guys out**
Even if someone else gets your password, it won't be enough to sign in to your account.

GET STARTED


Google Terms & Privacy Help

12:19 31/03/2017

Click 'Get started'.



Please re-enter your password



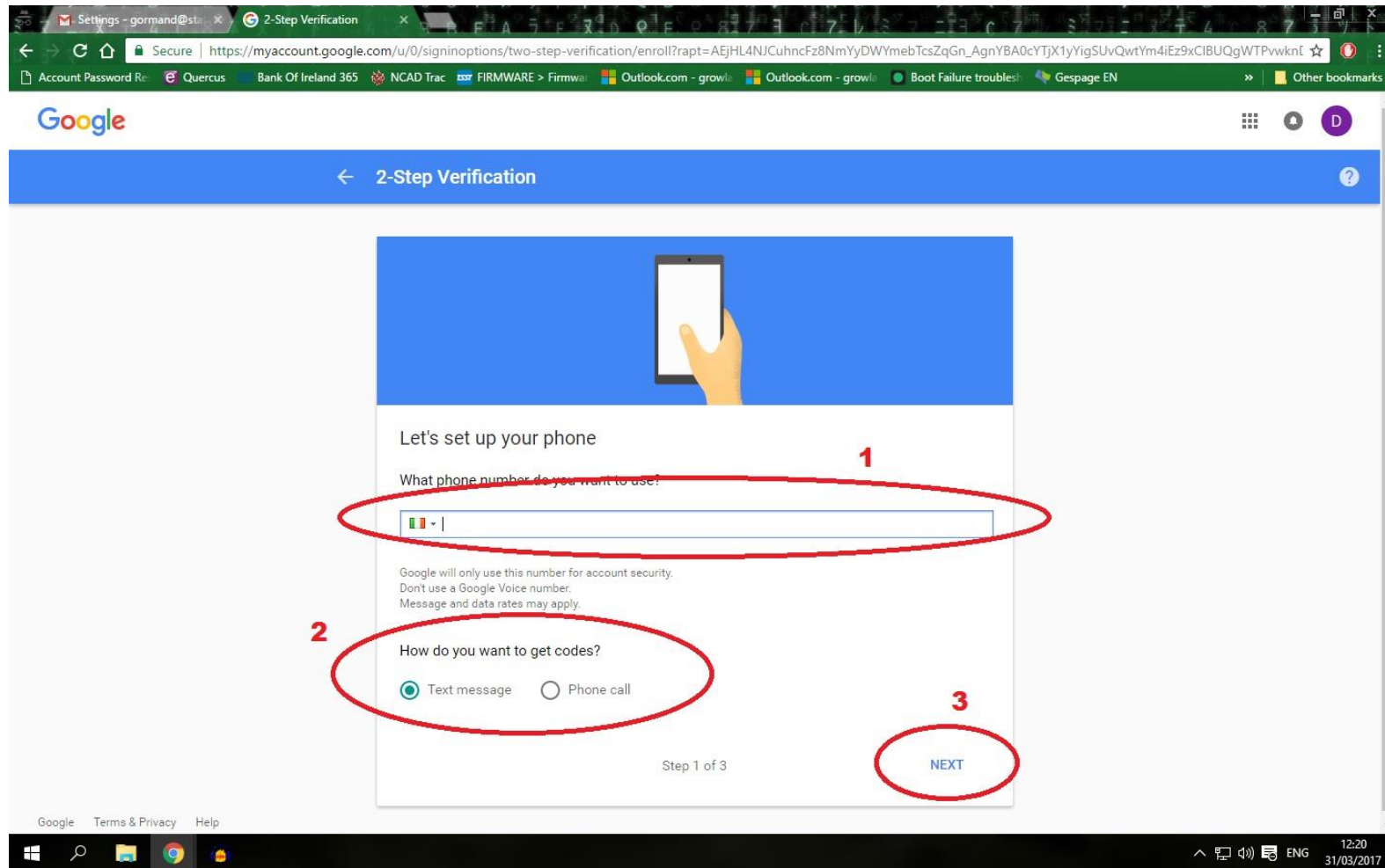
Joe Bloggs
bloggsj@staff.ncad.ie

[Need help?](#)

[Sign in with a different account](#)



Using your personal password sign into the account you want to setup the 2-step Verification on.



1 = type your phone number in the format 08x xxxxxx

2 = Select your preferred method of receiving the login codes.

3 = Click Next

Settings - gormand@sta... 2-Step Verification

Secure | https://myaccount.google.com/u/0/signinoptions/two-step-verification/enroll?rapt=AEjHL4NJCuHncFz8NmYyDWYmebTcsZqGn_AgnYBA0cYjX1yYigSUVQwtYm4iEz9xCIBUQgWTPwknI

Account Password Re... Quercus Bank Of Ireland 365 NCAD Trac FIRMWARE > Firmwa... Outlook.com - growle Outlook.com - growle Boot Failure troubles! Gespage EN Other bookmarks

Google

← 2-Step Verification

Confirm that it works

Google just sent a text message with a verification code to **(Your number)**

Enter the code

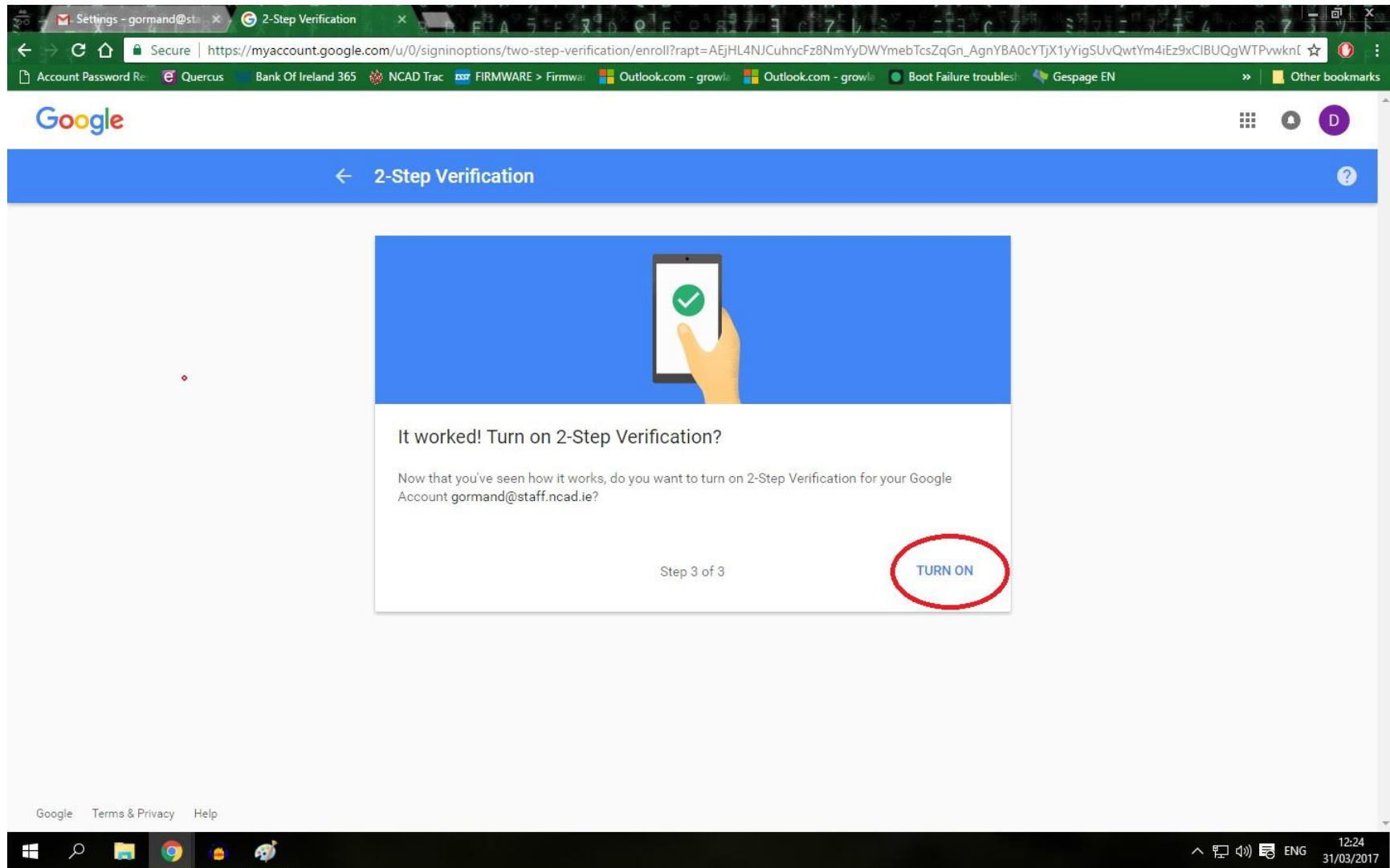
Didn't get it? Resend

BACK Step 2 of 3 NEXT

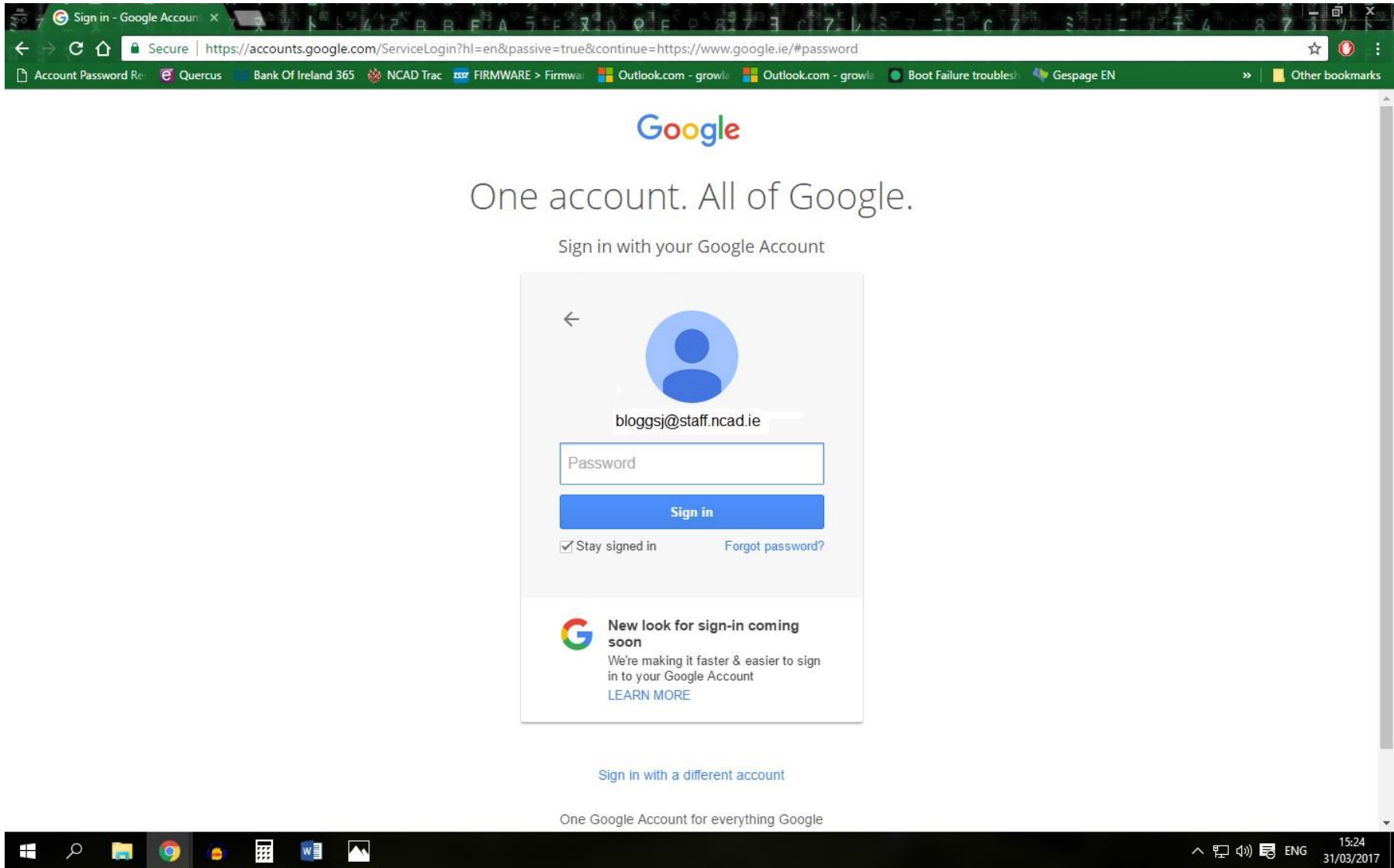
Google Terms & Privacy Help

12:21 31/03/2017

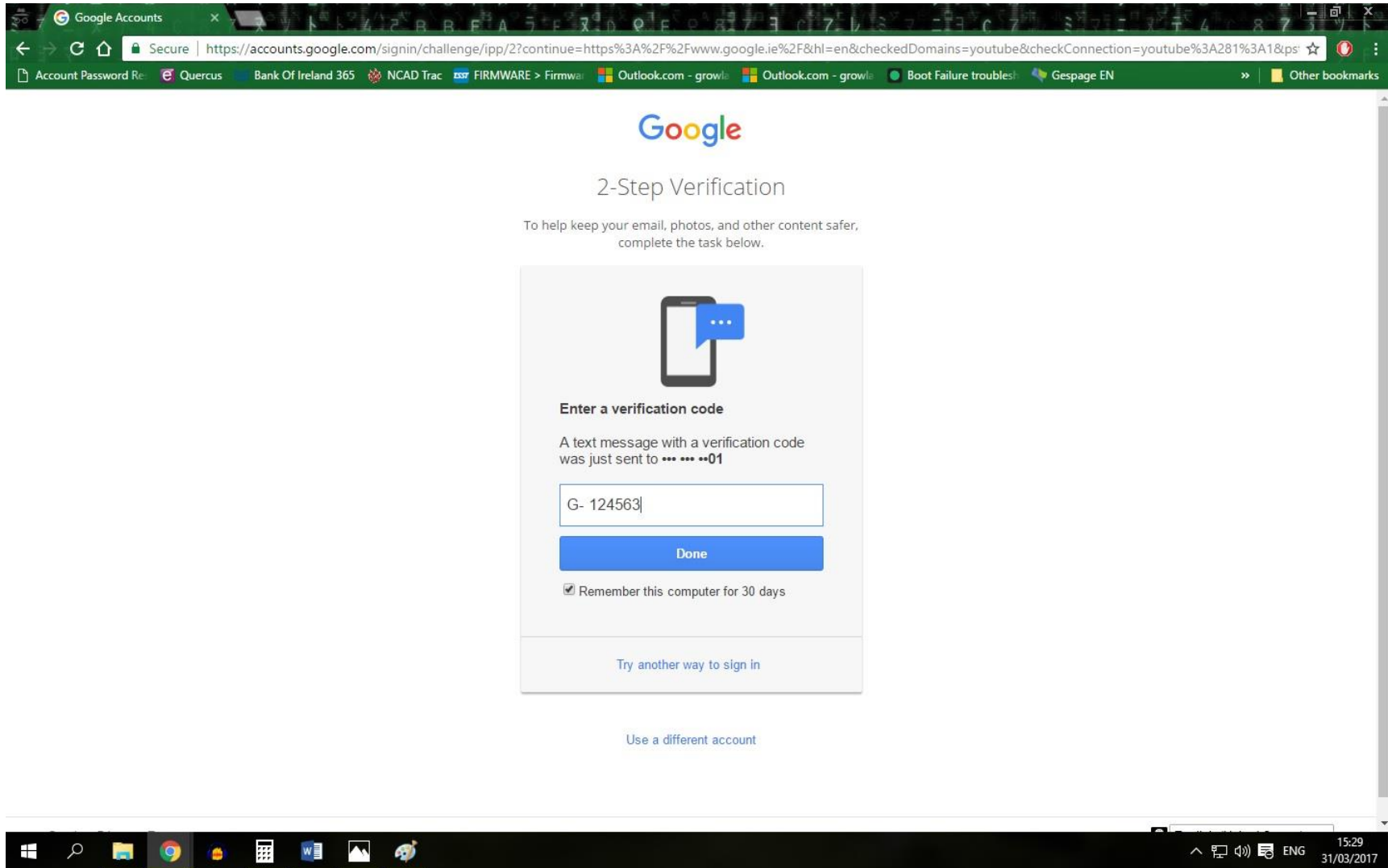
You will now be sent a message from Google with a 6 digit code. Type this code in and click Next.



Last step: Select Turn On. Once you have completed these steps you have enabled 2-step security on your NCAD account.



At your next login type your password as you usually would and click 'Sign in'



You will now be asked to type in the verification code that was either sent to you via Text or Phone Call. Type the 6 digit number in and click done. You will now be directed to your Google Account.