

2 Factor Authentication

Overview

- Domain Admins can enable 2 Factor Authentication to secure access to users' accounts using the web client.
- Admins can control the feature at the domain or user level as given in the paragraphs below.

Domain level settings

To enable/disable 2 Factor Authentication for your domain

1. [Log in to the Admin Panel](https://docs.mithi.com/home/how-to-login-to-the-skyconnect-admin-panel) (<https://docs.mithi.com/home/how-to-login-to-the-skyconnect-admin-panel>) using an email id with Admin Role
2. Select the Domain in the list on the left
3. Expand the **Mail Client Two Factor Authentication** section in the right pane
4. To enable 2-factor authentication for the domain, change the value of **Mail Client Two Factor Authentication** to **ON** and click on **Save** in the bottom right corner.
5. To disable 2-factor authentication for the domain, change the value of **Mail Client Two Factor Authentication** to **OFF** and click on **Save** in the bottom right corner.

Note: This is a master switch for the domain and all individual user/COS settings are subject to this setting being ON.

User-level settings

To enable/disable 2 Factor Authentication for a user

1. [Log in to the Admin Panel](https://docs.mithi.com/home/how-to-login-to-the-skyconnect-admin-panel) (<https://docs.mithi.com/home/how-to-login-to-the-skyconnect-admin-panel>) using an email id with Admin Role
2. Select the Domain in the list on the left and click on **Users**
3. Select the user from the middle pane
4. In the right pane, expand the **Mail Client Two Factor Authentication** section.
5. To enable 2-factor authentication for the user, change the value of **Mail Client Two Factor Authentication** to **ON** and click on **Save** in the bottom right corner.
6. To disable 2-factor authentication for the user, change the value of **Mail Client Two Factor Authentication** to **OFF** and click on **Save** in the bottom right corner.
7. Once enabled, the user will have to perform 2-factor login every time she wants to access the web client as given [here](https://docs.mithi.com/home/email-application-in-baya#log-in-to-baya) (<https://docs.mithi.com/home/email-application-in-baya#log-in-to-baya>).

Updating the user settings via a CSV

To update the settings via a CSV, use the property **mailclient2factorauth**

