

## **Email 2-Step Verification**

No matter what email server you are using, it is best practise to turn on 2-step verification for your email accounts protection. It is an advanced security feature making it harder for someone to break into your account if they have a password.

This function will send you a code to the phone number you provide that you will need to enter before you get access to your email account.

## How to turn on your email 2-step verification:

- 1. Sign in to your email account.
- 2. Search the navigation panel for security settings in your accounts profile.
- 3. Under the Two-step verification section, choose "Set up two-step verification" to turn it on. This title option could also be called "2-factor authentication".
- 4. Follow the onscreen instructions to complete the verification process.



Click Region.