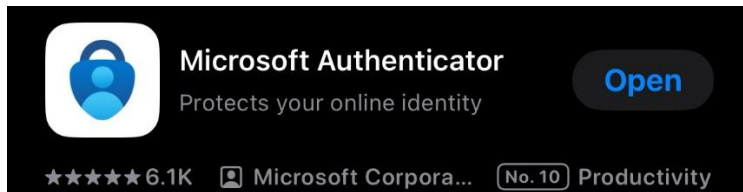


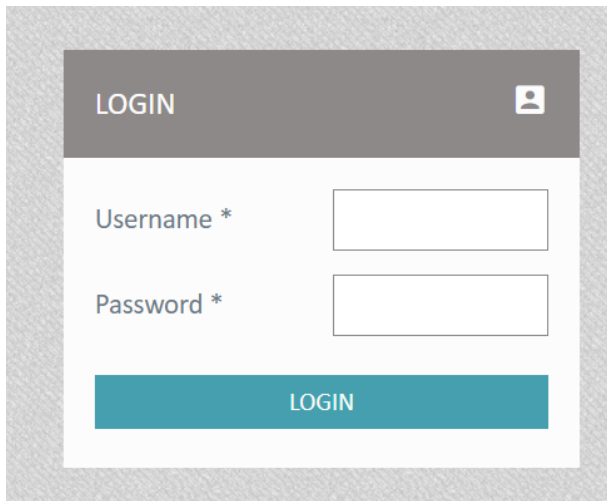
KYCP Registration Guide

Before starting, please make sure the Authenticator app is installed on your mobile device. You can use any authenticator app, an example is the Microsoft Authenticator.

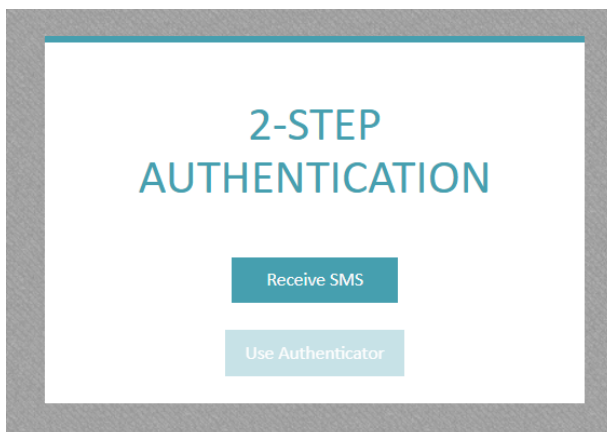


After this is downloaded, you can proceed with the following:

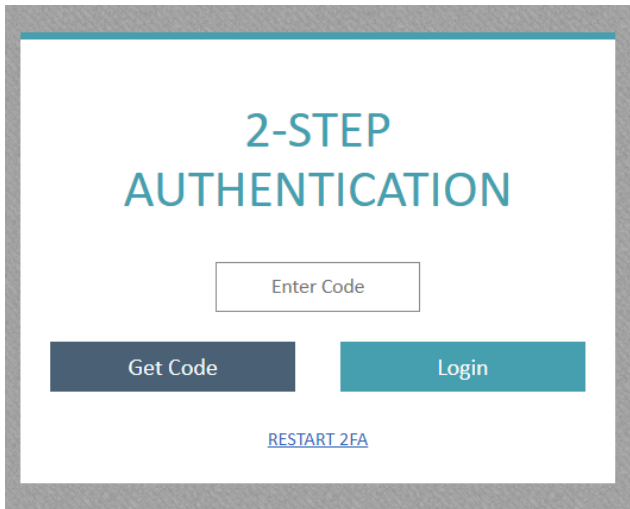
- Open the reset password link received by email
- Reset your password
- You are then prompted to the log in page

A screenshot of a login page. At the top, it says "LOGIN" with a user icon. Below that are two input fields: "Username *" and "Password *". At the bottom, there is a teal button labeled "LOGIN".

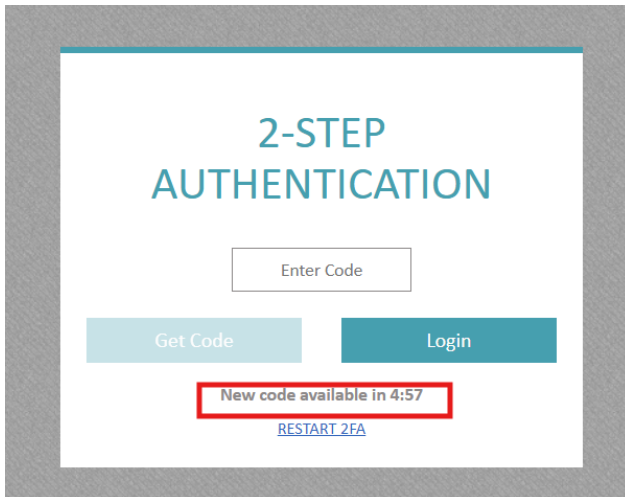
- Input Username and Password
- Click on Receive SMS

A screenshot of a "2-STEP AUTHENTICATION" screen. The text "2-STEP AUTHENTICATION" is centered. Below it are two buttons: "Receive SMS" (teal) and "Use Authenticator" (light blue).

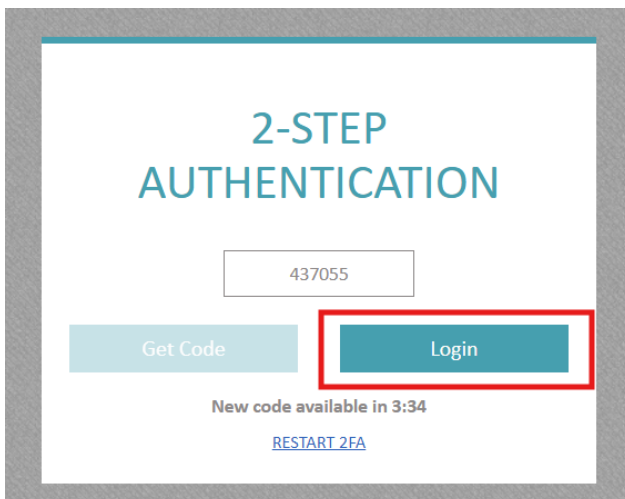
- Click on 'GET CODE'



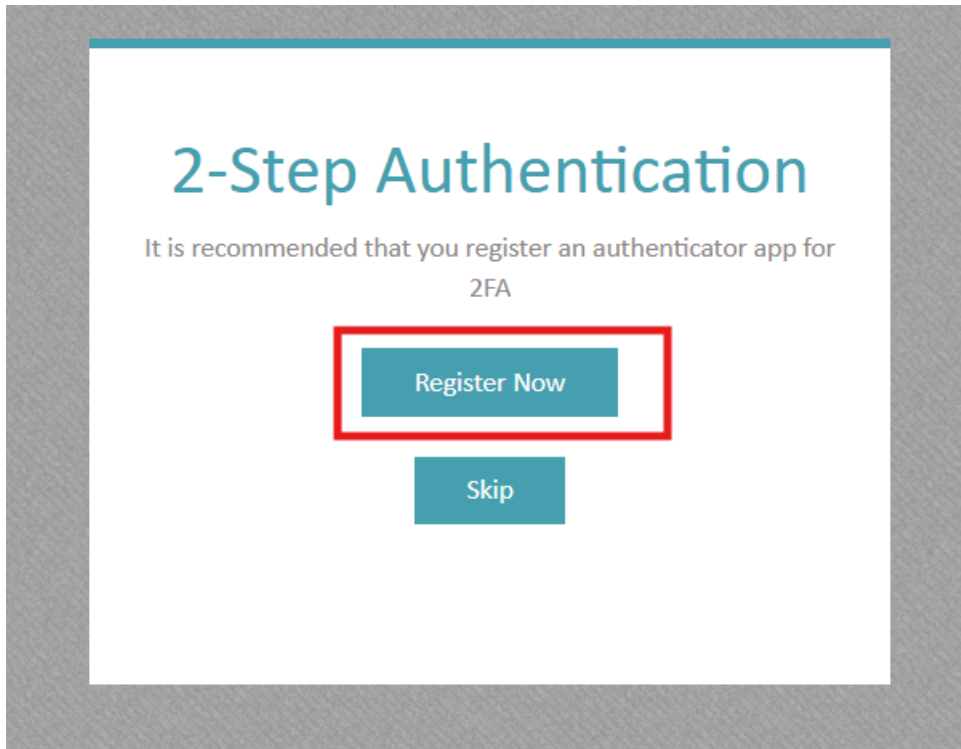
- You will now see a timer starting, this means you should be receiving an sms on your mobile device with a code



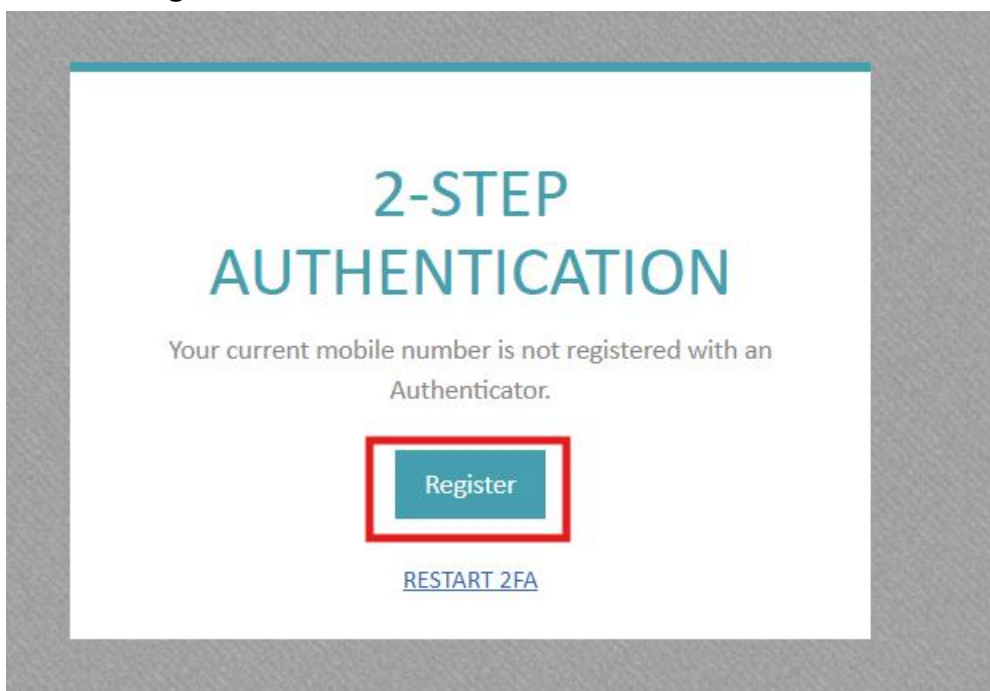
- Once you receive the sms, enter it in the box labelled 'Enter Code' then click login



- You will then be prompted to register with the authenticator app, click on 'Register Now'




- Click on 'Register'



- You will then be prompted to the following page:

2-STEP AUTHENTICATION



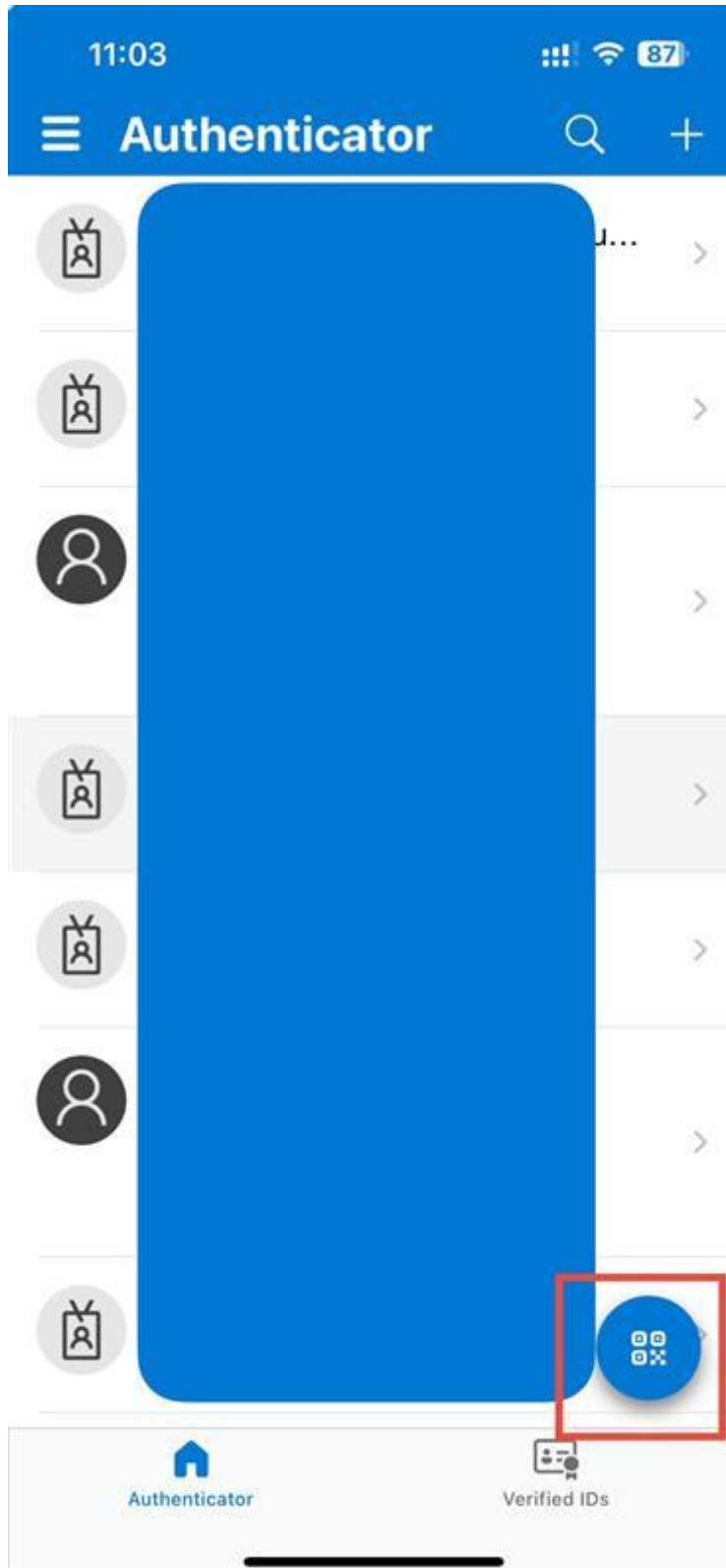
Scan the QR code using any authentication application of your choice
Or enter the following code manually:
AKBRFQYIB4XAZRL7F3OHEEN6GKM2F6FT

Enter Code

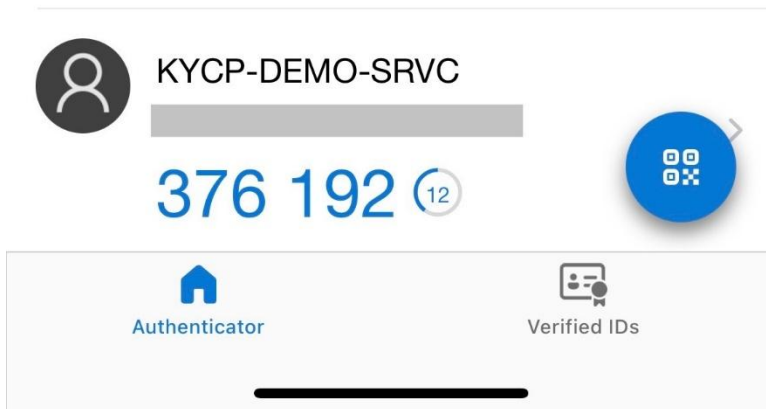
Register

[RESTART 2FA](#)

- Open your Authenticator mobile app, and add a new account or find a QR scanner. If you are using the Microsoft Authenticator, this button is in the bottom right of the screen:



- Scan the QR code and this should register the KYCP site to your Authenticator. Now input the code seen, into the 'Register' box on the KYCP site



2-STEP AUTHENTICATION



Scan the QR code using any authentication application of your choice

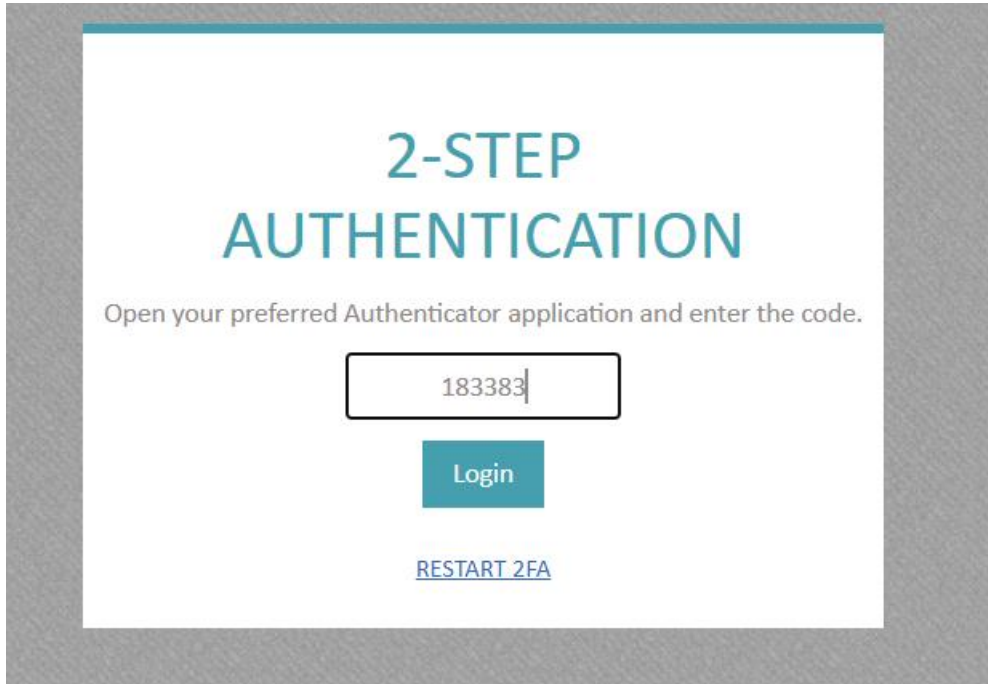
Or enter the following code manually:

AKBRFQYIB4XAZRL7F3OHEEN6GKM2F6FT

Register

[RESTART 2FA](#)

- After you registered, you will be prompted to input a code again, also from the Authenticator app, input the new code shown on the Authenticator app, and click login



2-STEP
AUTHENTICATION

Open your preferred Authenticator application and enter the code.

Login

[RESTART 2FA](#)

- You should now be logged into KYCP

Next time you log in, the process will be simpler.

- Input username and password
- Click on 'Use Authenticator'
- Input code from Authenticator app
- You're now logged in