## **User Guide**

Security (Admin) v3.0.1



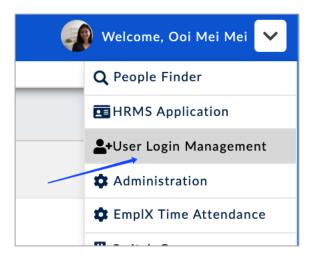
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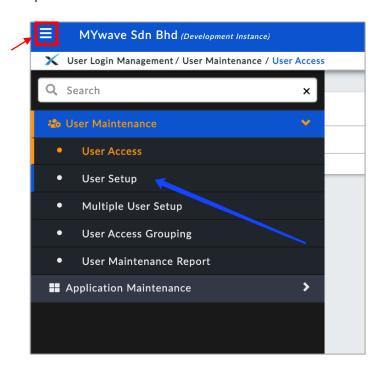
## Security (Admin)

## 1. HOW TO RESET THE SECRET KEY FOR 2FA

1. After login successfully, click the top right arrow and click "User Login Management".



2. Click "User Setup" in the module list from the left sidebar.

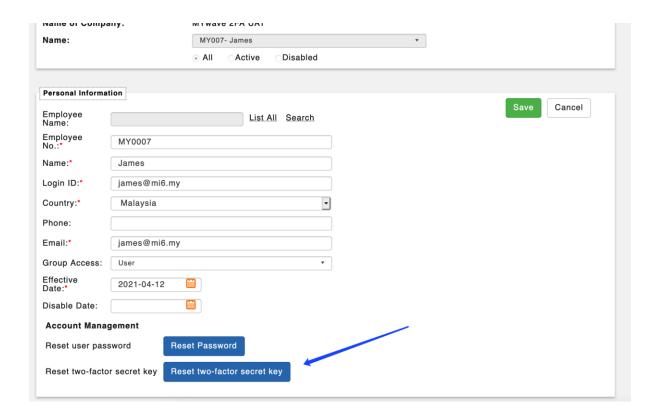


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3. Select the employee from the name list and click "Edit"



4. The "Reset two-factor secret key" button is shown at the bottom of the page as below. Click to reset the secret key for the employee.



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