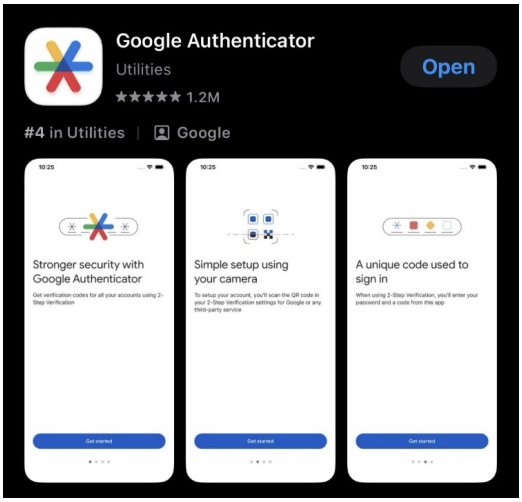
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SONIS Login and Google Authenticator Instructions

Step 1: Download and Open Google Authenticator

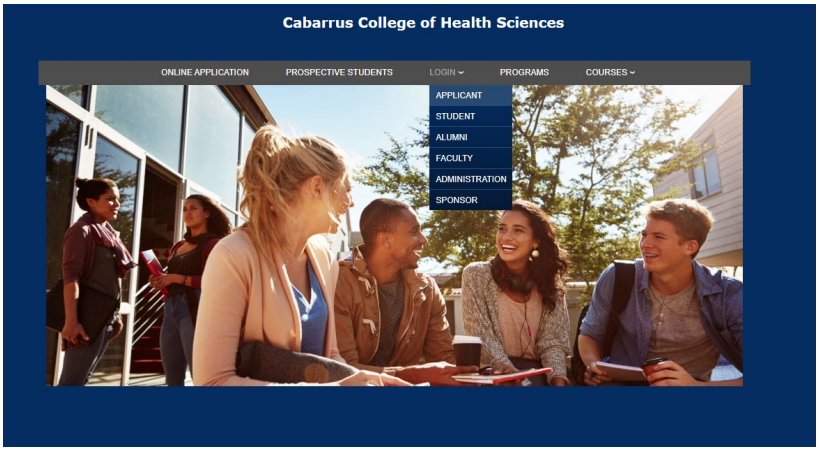
1. Download the **Google Authenticator** app on your smartphone.



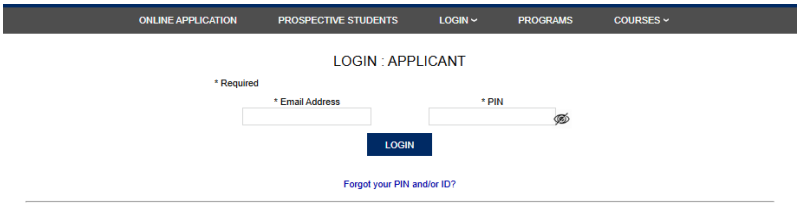
2. Once the app is installed, open it and follow the **Get Started** prompts. You may choose to use the app **with or without a Google account**. Complete any additional login prompts if connecting with an account. If not using a Google account, then continue instructions.

Step 2: Log in to SONIS

1. Go to SONIS and select **Applicant** under the **Login** heading.



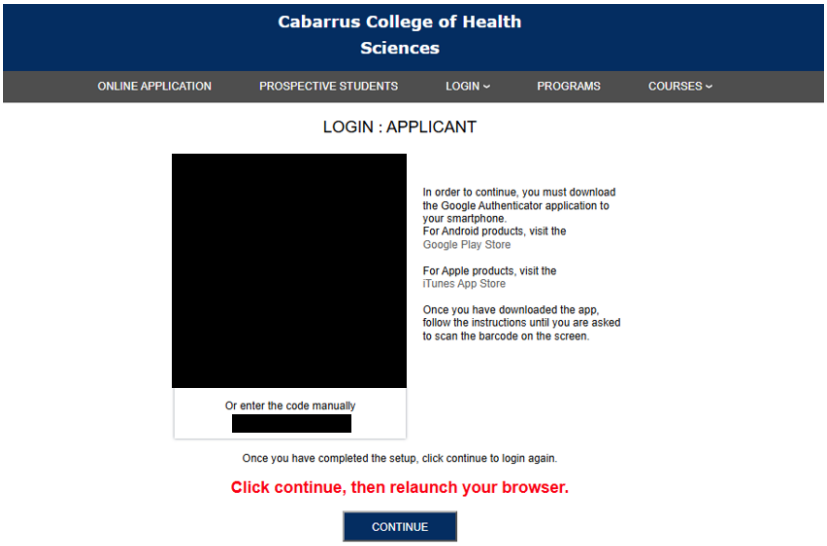
2. Enter your **username and password/PIN**, then click **Login**. You will the same username and password you created when you submitted your application.



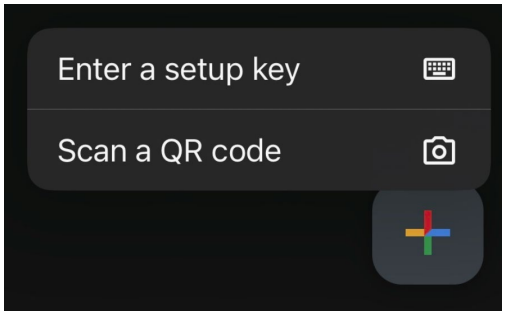
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Step 3: Link Google Authenticator and SONIS

1. A QR code will appear on the screen. You will use this QR code to connect your SONIS account to the **Google Authenticator** app.



2. Open the Google Authenticator app on your phone. Tap the **plus (+) icon** that will appear in the bottom-right corner of the screen in your Google Authenticator app. You will have two options: scan a QR code or enter a setup key.



Option 1: Scan the QR Code

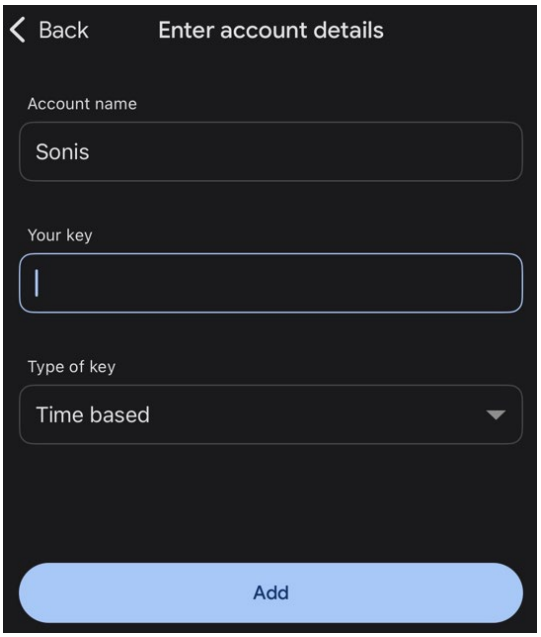
1. Select **Scan a QR code** in the Google Authenticator app.
2. If prompted, allow the app to access your phone's camera.
3. Use your phone to scan the **QR code displayed on the SONIS screen**.
4. Google Authenticator will add SONIS and begin displaying a verification code.
5. Return to SONIS and click **Continue**.

6. Enter the **verification code** shown in the Google Authenticator app.

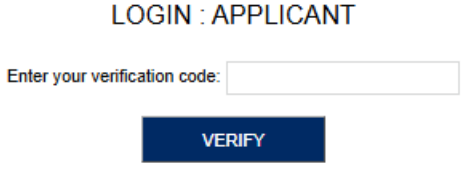
Option 2: Enter the Setup Key Manually

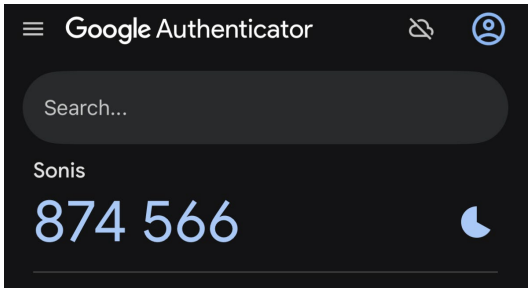
If you are unable to scan the QR code, you can enter the setup information manually.

1. In the Google Authenticator app, select **Enter a setup key**.
2. Under **Account name**, enter **SONIS**.



3. Under **Your key**, enter the code displayed below the QR code on the SONIS screen where it says, **"or enter the code manually."**
4. Tap **Add**.
5. Return to SONIS and click **Continue**.
6. Enter the **verification code** shown in the Google Authenticator app. Click **Verify**.





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Important Information

Do not use your phone to log in to SONIS during the set up process.

You will need to open the **Google Authenticator app each time you log in to SONIS** to obtain your verification code – the app will not push a notification or code to your phone when you log in.

Do not delete or remove the SONIS account/code from the Google Authenticator app. If it is removed, your authenticator will need to be reset by the college before you can log in again.

If the **QR code does not appear** and you **do not already have a SONIS verification code in Google Authenticator**, please contact the college at 704-403-1556 or support@cabarruscollege.edu for assistance with resetting your authenticator.