

Setting up Passkeys

Introduction

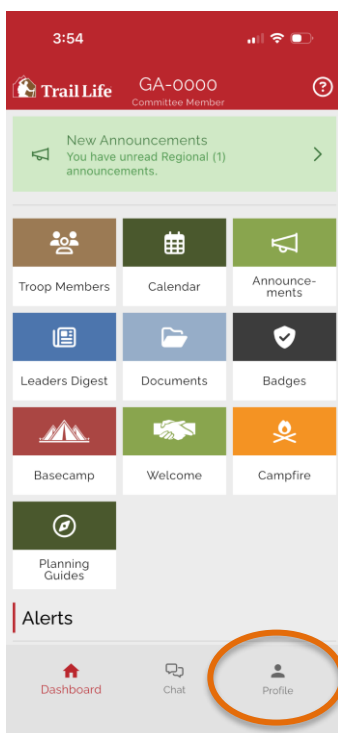
What are Passkeys? Passkeys use your phone (or another device) to securely log you into your account without requiring a user name or password. Passkeys are both more convenient for you and also more secure than traditional passwords, helping ensure that all of the information stored in Trail Life Connect remains secure.

You only need to complete the below steps once. After the initial set up, your devices will do all the work for you!

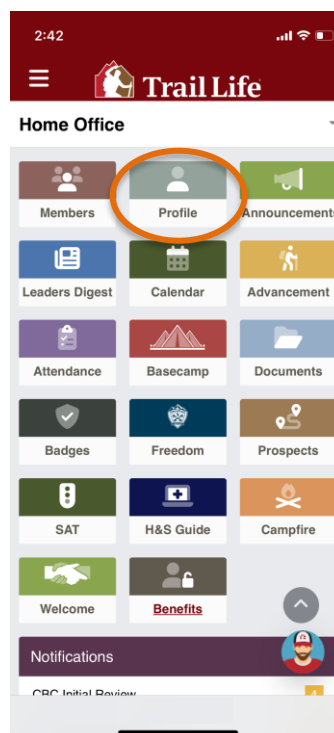
Step by Step Setup

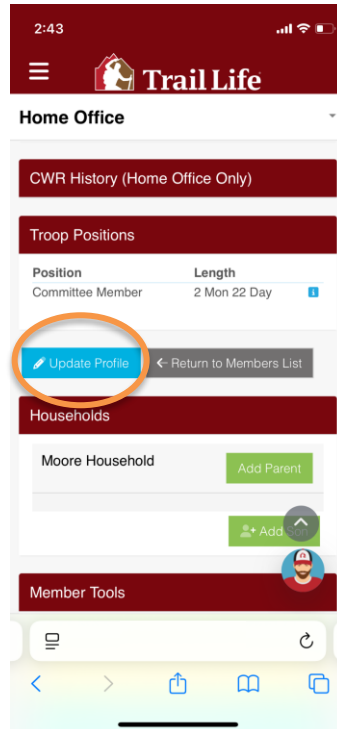
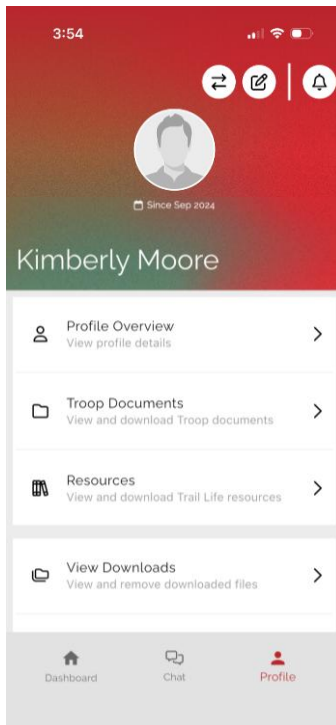
1. Open the TLC app or navigate to <https://www.traillifeconnect.com/login> on the mobile device you would like to use as your “key” and log in as usual, with your email address & password.
2. From the **Dashboard**, navigate to your **Profile** and, if you are on the full mobile site, scroll down to click on “**Update Profile.**”

TLC App



Mobile Site





3. If you are setting up in the TLC App, scroll down to “Security” > “Manage Passkeys”
On the mobile site, scroll down until you see the blue button to “Add Passkey.”
Click on “Add Passkey” and choose a name when you’re prompted.
 - a. If you are on a computer, you will see the following message; the initial setup must be completed on a mobile device. Continue following the instructions below to set up on a mobile device; the final step will instruct on how to log in on a computer for the first time. Once the initial setup is complete, your mobile device and computer will automatically work together to ensure you log in securely.

 **Set up secure sign in**

Your role requires an additional form of security to help keep youth information safe. Set up **either** option below to restore access to Trail Life Connect.



Passkey
Recommended

Use your phone to securely sign in with your face or fingerprint.

- ✓ Replaces your password entirely
- ✓ Nothing to type or remember

 **Passkeys require your phone.** Passkeys can only be added from a mobile device. Scan the QR code with your phone to open this page and set one up.



Scan to set up on your phone

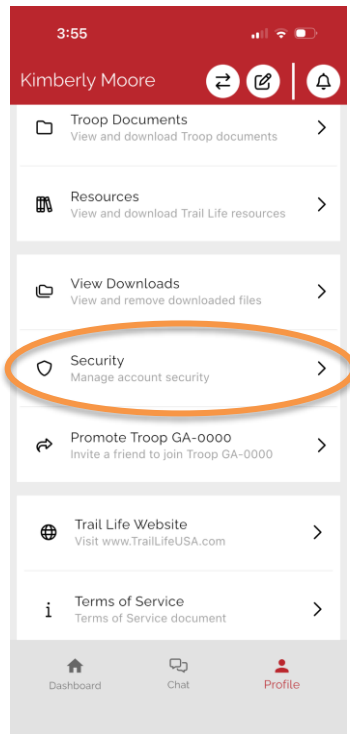


Text message code

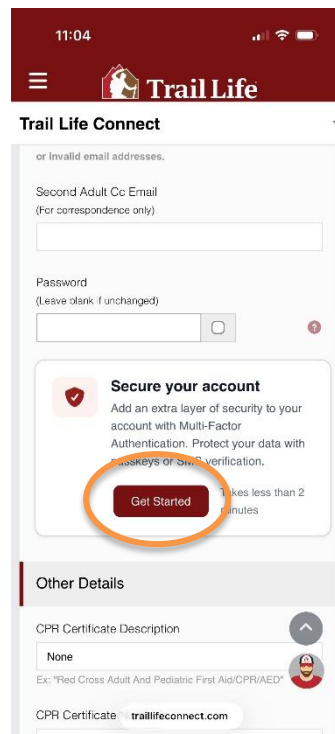
Use instead

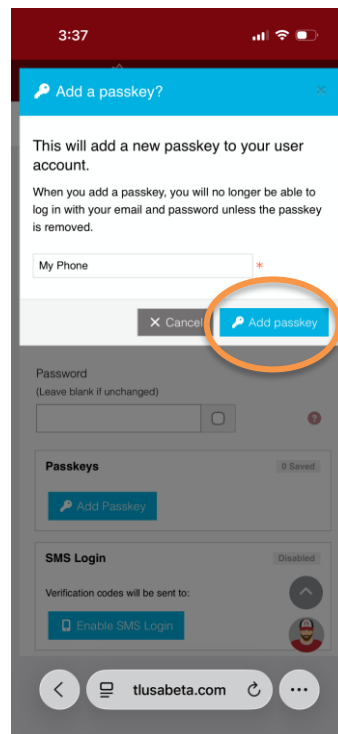
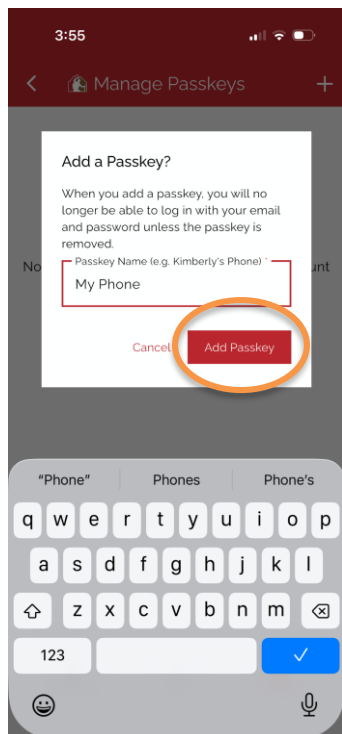
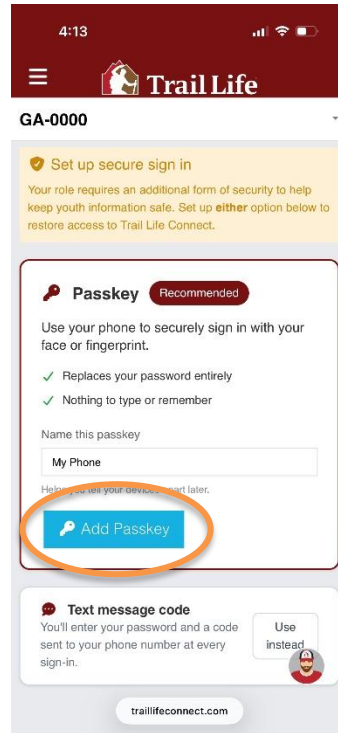
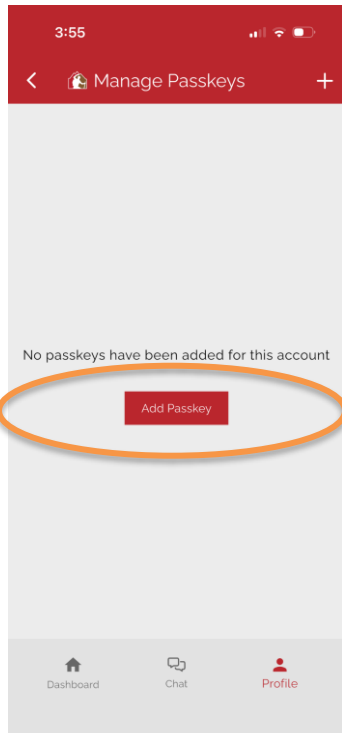
You'll enter your password and a code sent to your phone number at every sign-in.

TLC App



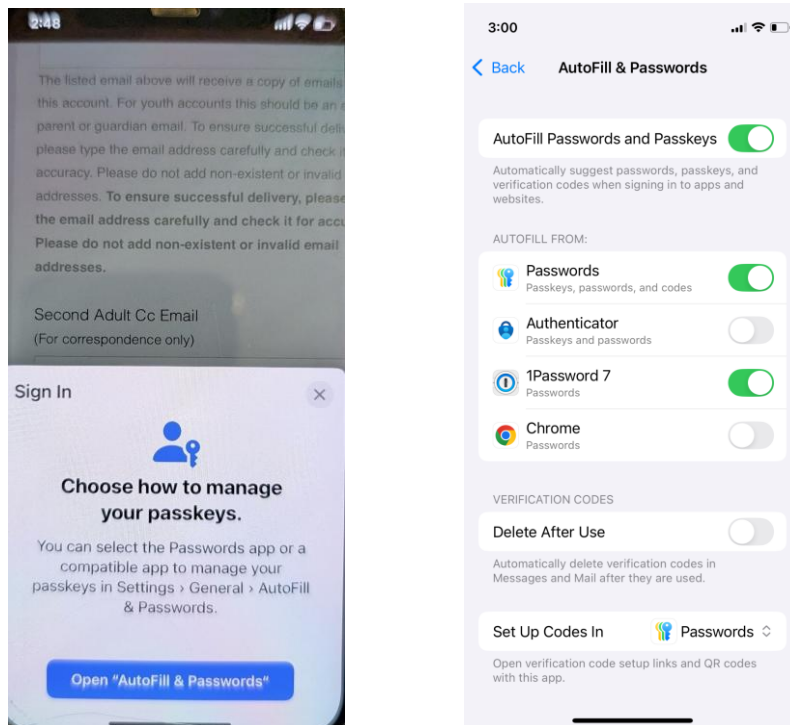
Mobile Site



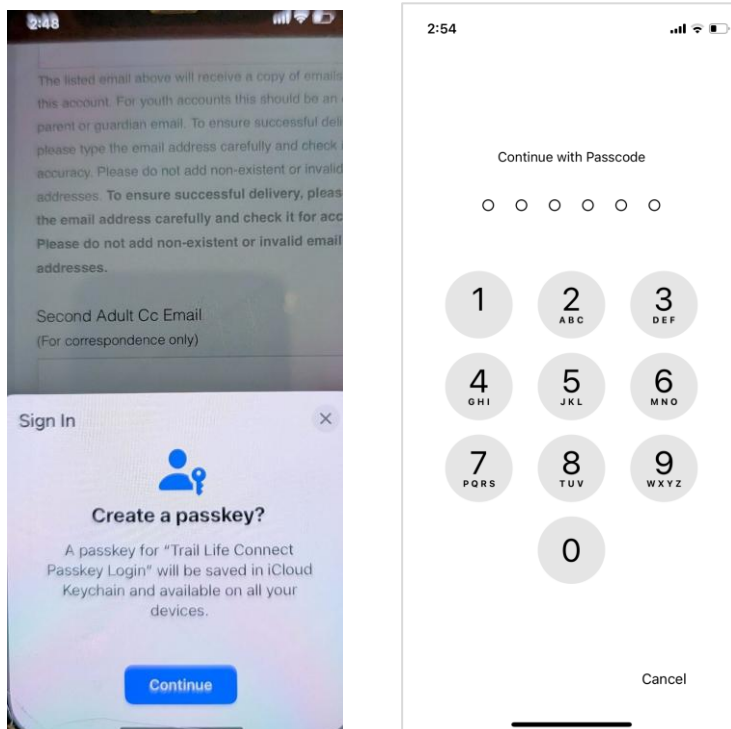


- b. NOTE: If this is your first time setting up a Passkey, you may be prompted to “Choose how to manage your passkeys.” We recommend using your phone’s default password manager (as shown in the screenshots below). *Once this is complete, repeat the step above.*

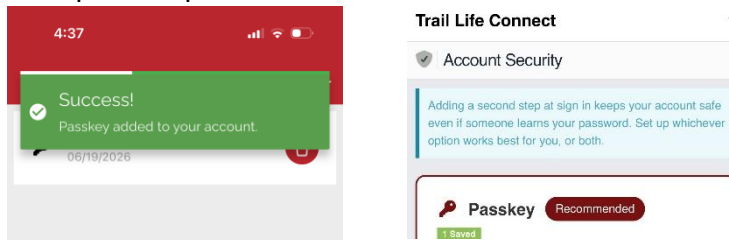
iPhone:



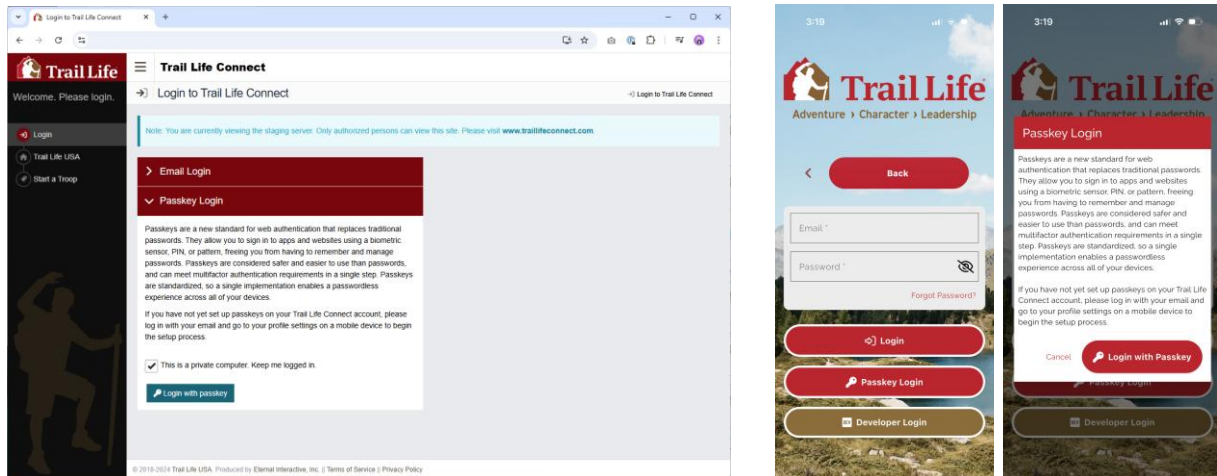
4. Choose “**Continue**” to create a passkey & enter your phone’s code when prompted.



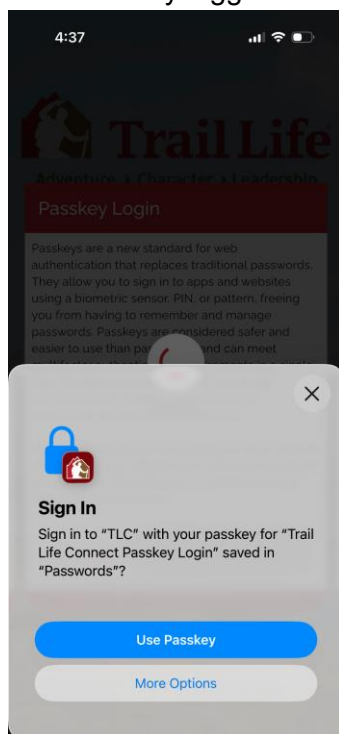
5. Set up is complete!



6. Next time you log in, select to log in with your passkey.



- a. **MOBILE:** You will be prompted to enter your phone's code, once you've entered it, you will be automatically logged into your account.



- b. **DESKTOP:** Follow the steps below to sign in with your passkey on “iPhone, iPad, or Android device” by scanning the QR code, selecting “Sign in with a passkey” on your phone and entering your phone’s code.

