**Tableau Multi-Factor Authentication (MFA) Instructions**

Starting February 1st, all Tableau users will need to use Tableau's MFA authenticator to log in.  Please download the Tableau/Salesforce Authenticator app on your mobile phone which you will use to verify your Tableau login.

MFA is a secure account authentication method that requires you to prove your identity by providing two or more pieces of verification information, also known as "factors", when you sign-in to Tableau Online. The first factor is the username and password you use to sign-in to Tableau Online (i.e., your TableauID credentials). The additional factor is a code generated by the Salesforce app. By enforcing multiple factors when users sign-in to Tableau Online, MFA makes it much more difficult to avoid common threats like account takeovers and phishing.

**Instructions for Logging in with MFA for the first time**
You will only need to do this once on your phone.

1.  **Download and install the free Salesforce Authenticator app** from the App Store or the Google Play Store.



2.  Open the app and scroll through to the home screen and enter your phone number.  You'll receive a text message on your phone containing a link. Click the link to confirm your phone number.

3.  After you confirm your number, you will be prompted to set a code to use if you're ever locked out of your account.
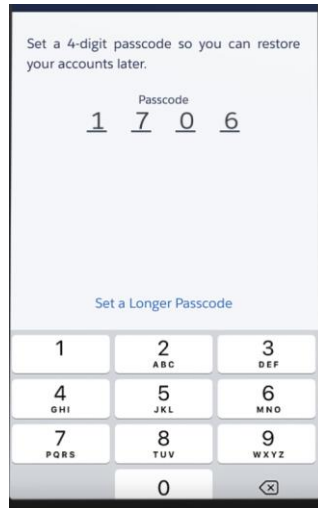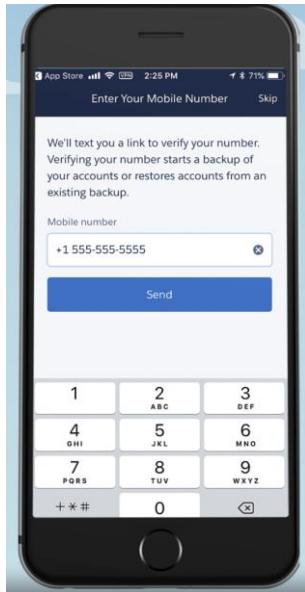
4. Now, open [Tableau Online](#) on your computer and log in with your email address and password. Click **Salesforce Authenticator.**
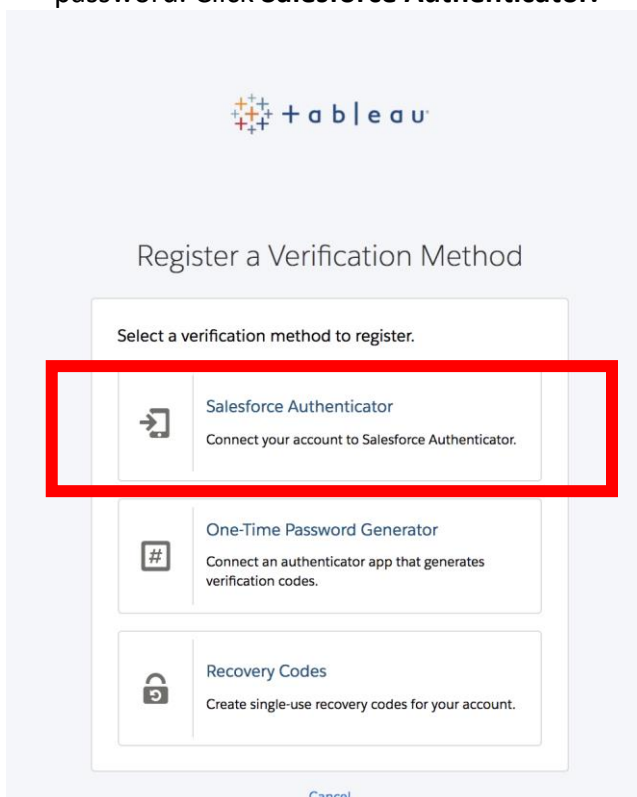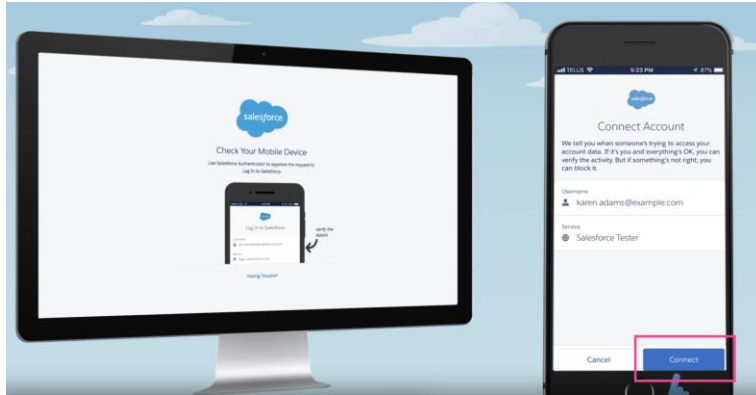


5. On the next screen, you will be prompted for a two-word phrase. You'll get this from the Authenticator app.
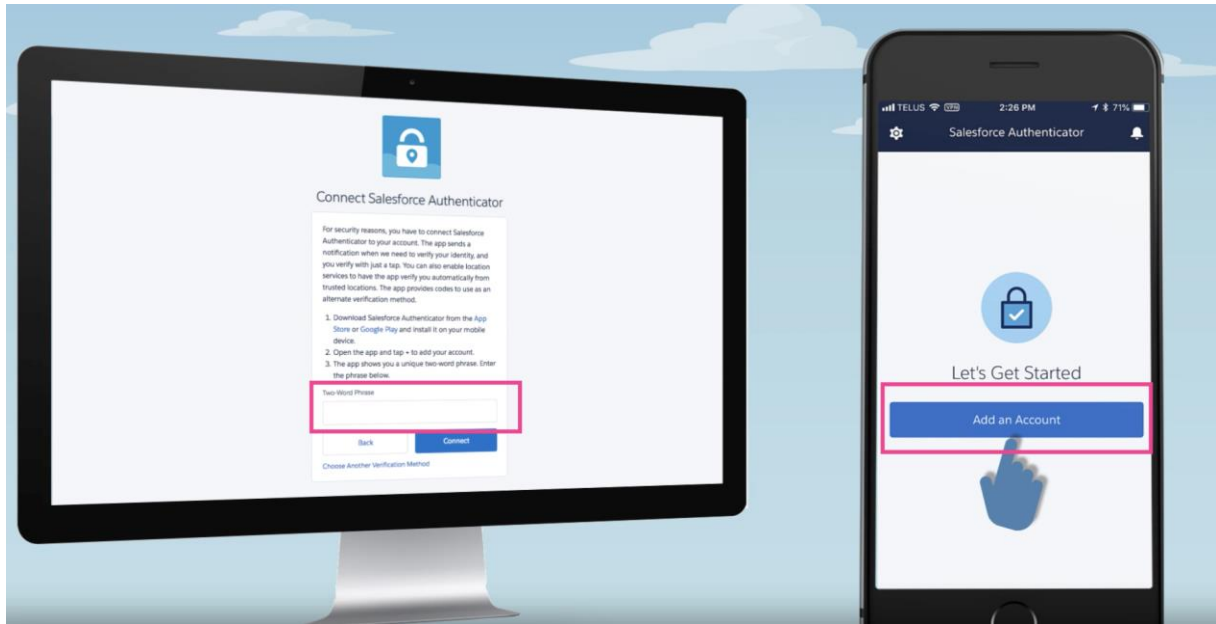
6. On your mobile device's Authenticator app, click **Add an Account.** You will receive a two-word phrase which you should enter into Tableau on your computer
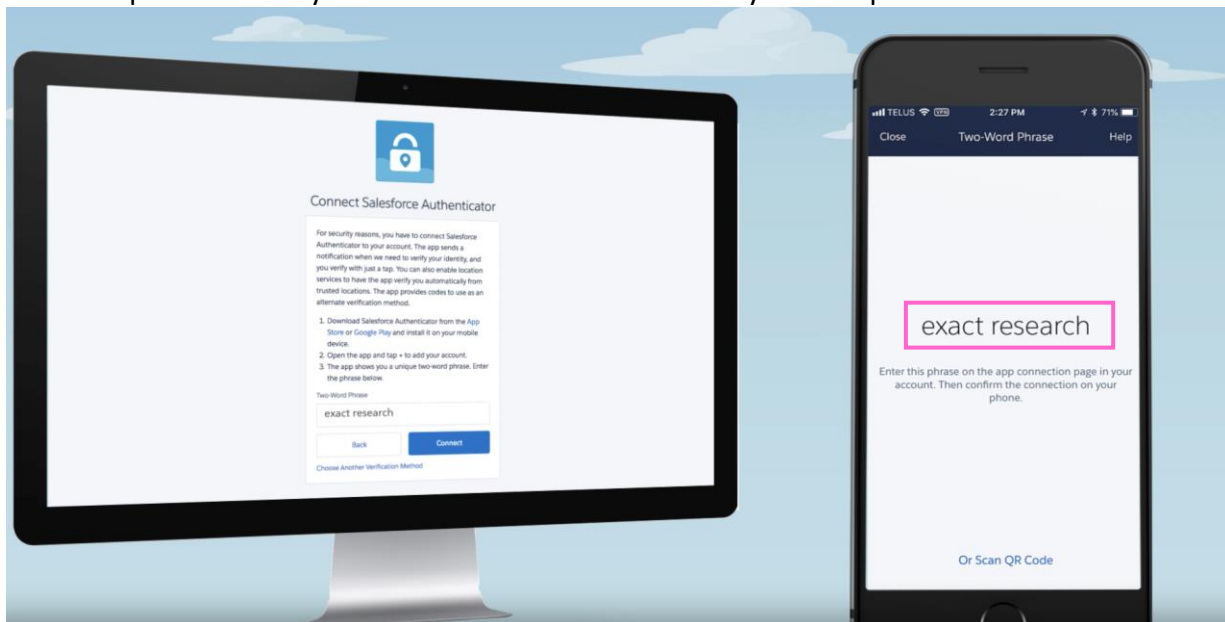


7. Enter the two word phrase and click **Connect.** That's it! You should be logged into Tableau.

From now on, when you log in, you'll be prompted to verify your identity on your phone using the Salesforce/Tableau Authenticator.

Full video instructions on setting up MFA are here:
https://salesforce.vidyard.com/watch/JyZ_mibupf6sOzMwvhtA3g