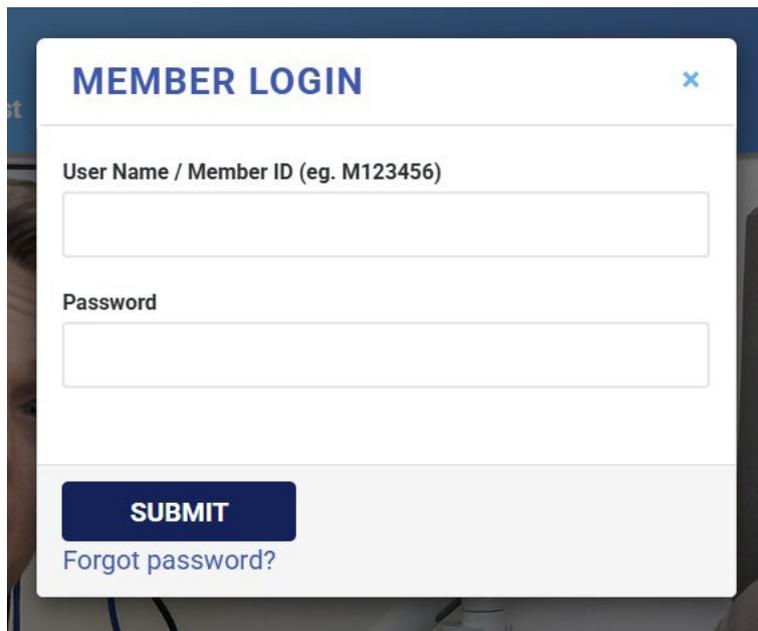# Optometry Australia Member Portal
Two-Factor Authentication (2FA) Set-Up from 3 November 2025

All OA members will need to activate 2FA on their member portal
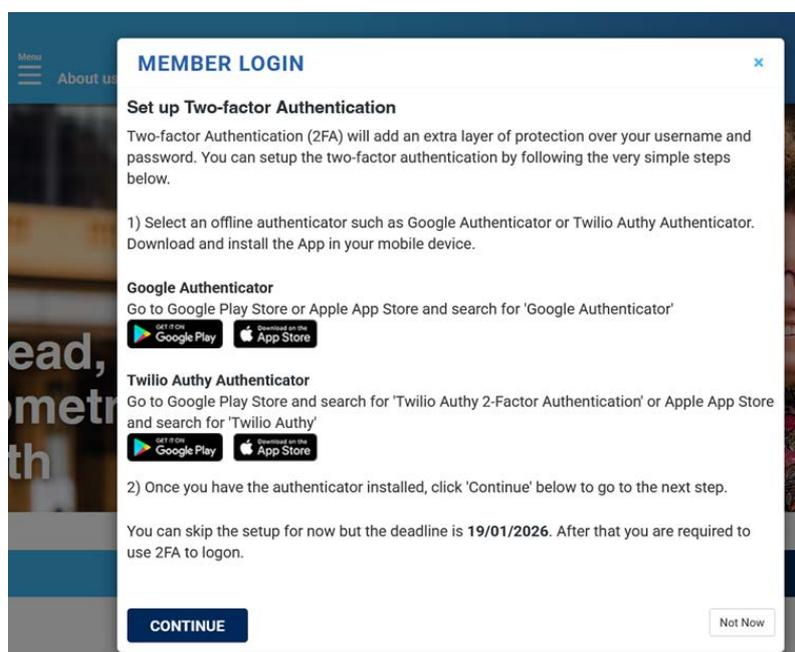*by **10th February 2026***

Before setting up the 2FA

Enter your username and password via the Member Login screen (pictured below)

After successfully logging in with your username and password, the system will show the screen pictured below to continue setting up 2FA.

Setting up 2FA

Every member will be required to have 2FA activated on their member portal by 19 January 2026.

If you wish to skip this set-up for now, select the 'Not now' button, or if you want to proceed with setting up the 2FA, follow the below instructions:

1. Firstly, you will need to download an authenticator app from your mobile app store (if you don't already have one installed). We recommend Google Authenticator or Twilio Authy Authenticator apps (pictured below).
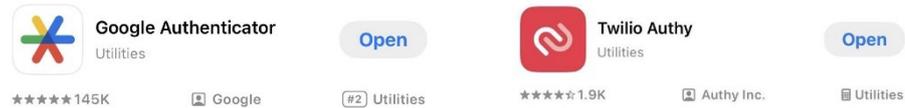

2. Once installed on your mobile, click 'Continue' on the 'Set up Two-factor Authentication' Member Login screen pictured above on page 1. You will then be prompted with a screen like the image below.
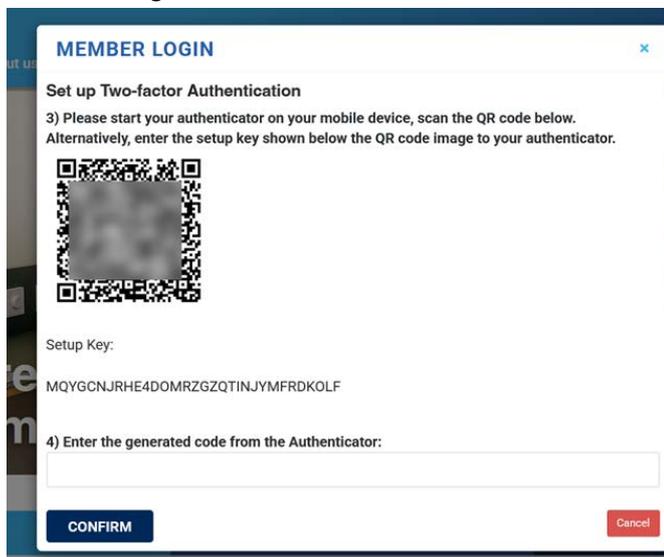
3. Then open the Authenticator app on your mobile and scan the QR code or enter the Setup Key. To do this, (for example, in the Google Authenticator app) select the '+' button and then choose either '**Scan a QR code**' or '**Enter a setup key**' option, as pictured below.
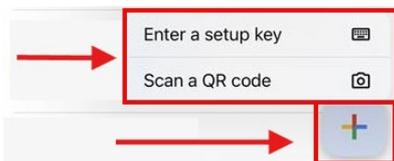

4. Once you have scanned the QR code or entered the setup key, you will need to enter the generated code that appears for the 360 Membership Portal back in the 'Set up Two-Factor Authentication' screen pictured above in step 2. The code from the Authenticator app will look like the below –
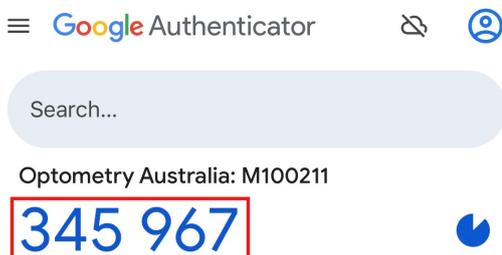
After setting up the 2FA

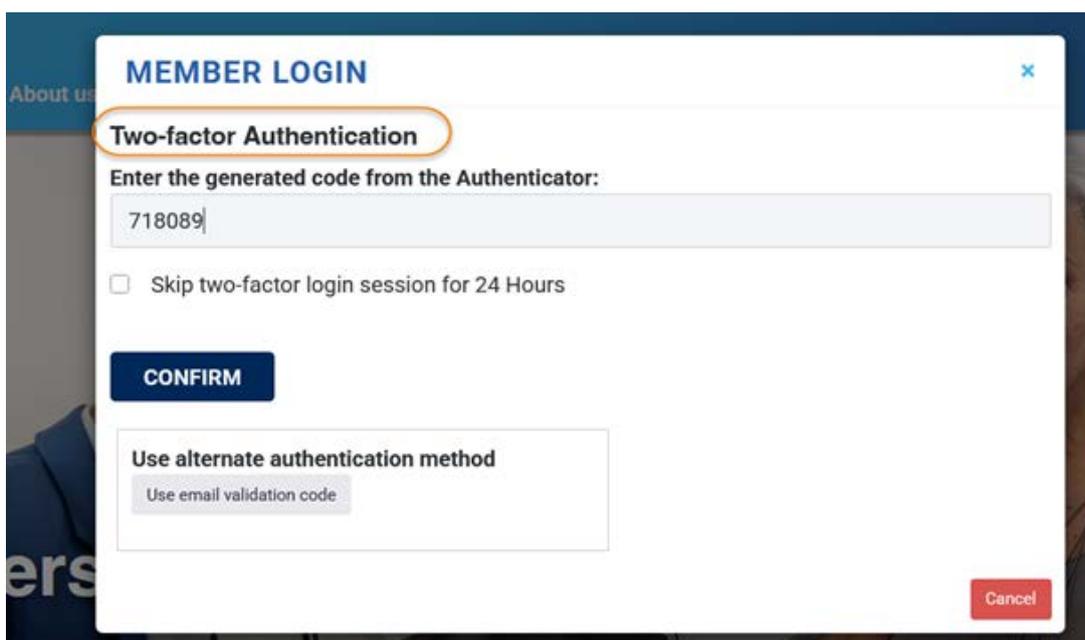Capture your username and password via the Member Login screen (pictured below)
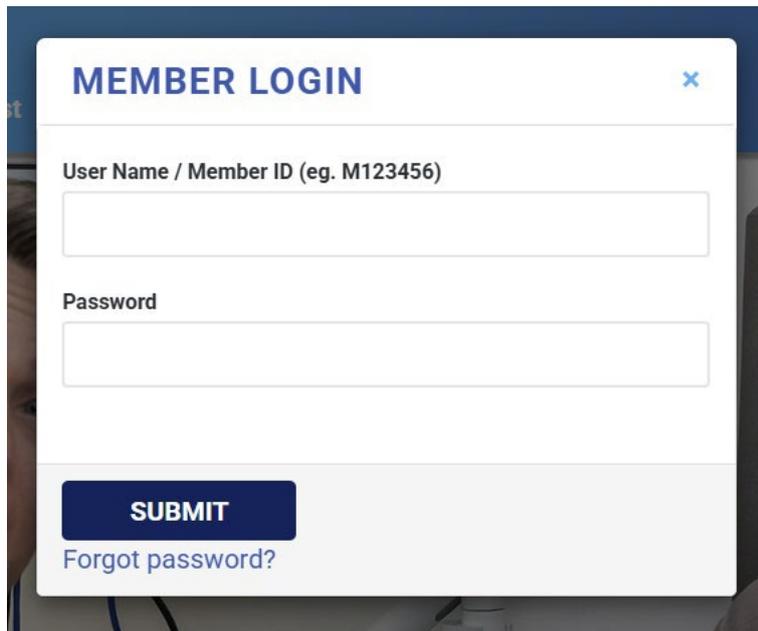
After successfully authenticating the username and password, the system prompts you to enter the 2FA code from the Authenticator app (pictured below).

On this screen, you also have the option to do the following:

- Skip the two-factor login session for 24 hours *after* entering the code from the authenticator app by ticking the 'Skip two-factor login session for 24 hours' box.
- Obtain the 2FA code via your email if you prefer. This code will be sent to your 'primary email' address that is recorded in your OA member profile.
- Cancel the 2FA step, which will then direct you back to the 'Member Login' screen.

If you have any issues or need further assistance, please contact national@optometry.org.au