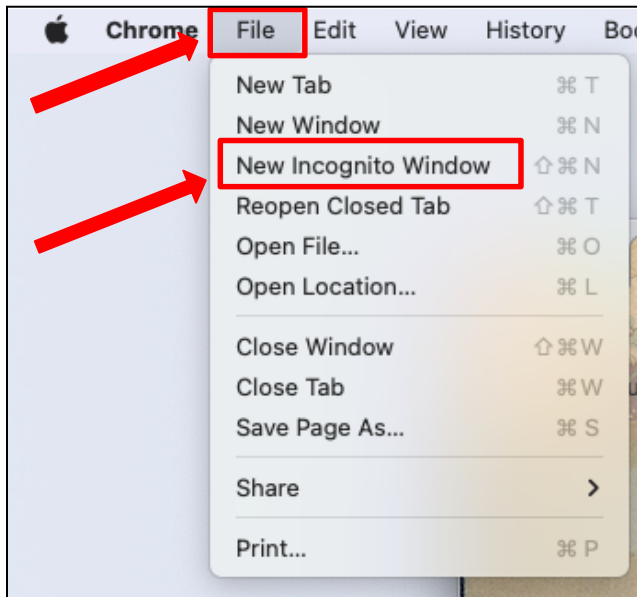


OKTA Fastpass Initial Setup for macOS Devices

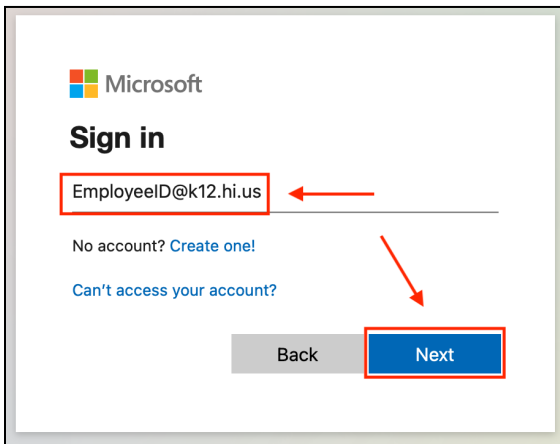
Part 2: How to Log in via Okta FastPass



Step 2.1

Open preferred web browser (Chrome, Safari, or Firefox)

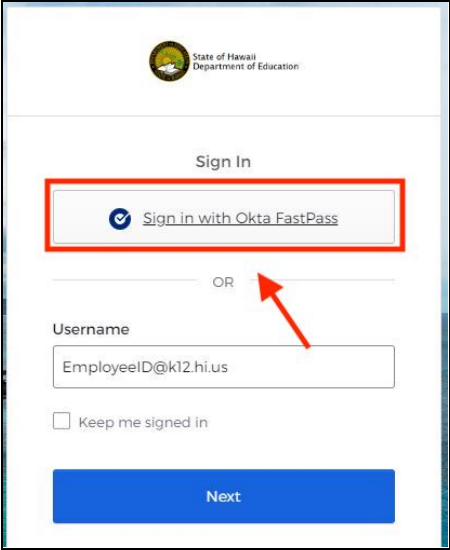
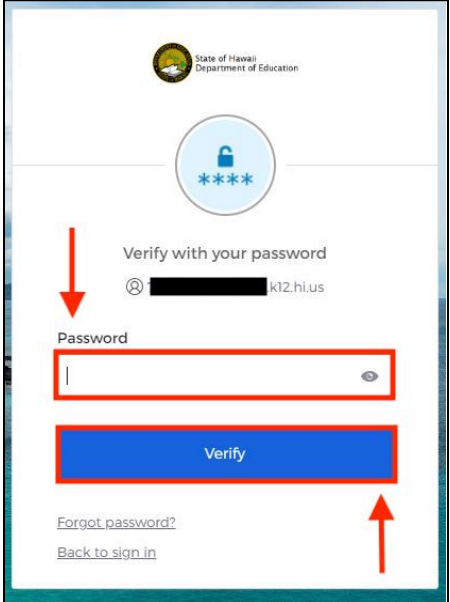
Select **“File”** then **“New Incognito/InPrivate/Private Window”**



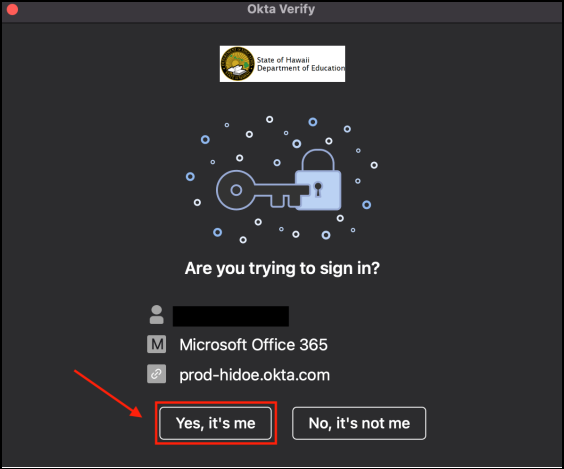
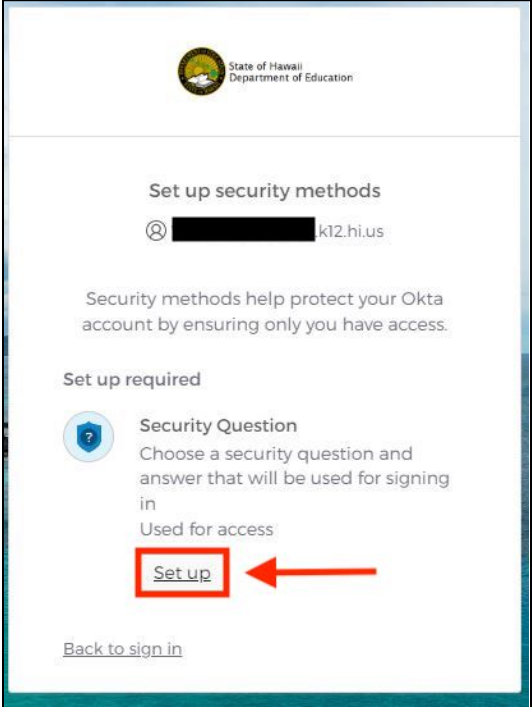
Step 2.2

Go to the site [“https://myapps.microsoft.com/”](https://myapps.microsoft.com/) and enter your **“EmployeeID@k12.hi.us”**.

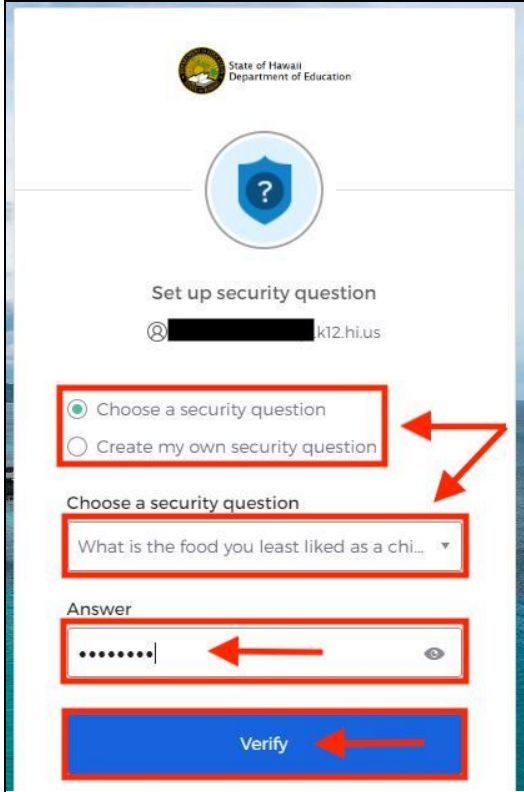
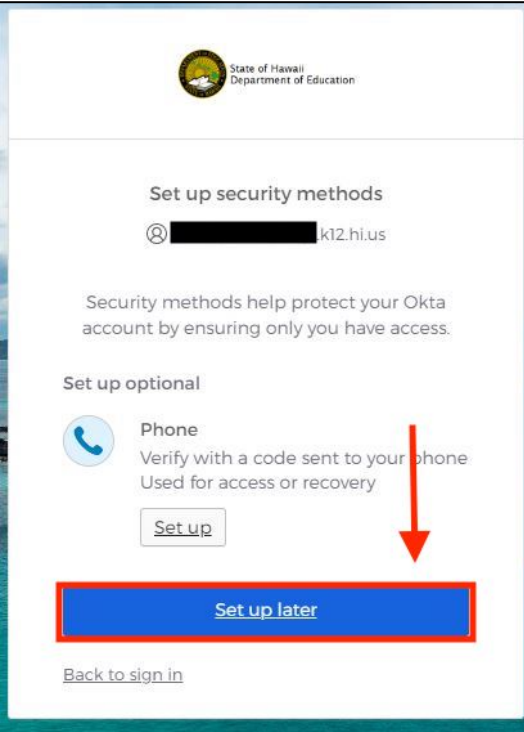
OKTA Fastpass Initial Setup for macOS Devices

	<p>Step 2.3</p> <p>Select “Sign in with Okta FastPass”.</p> <p><i>Note: You will be redirected to the Okta login page.</i></p>
	<p>Step 2.4</p> <p>Enter EmployeeID@k12.hi.us password and select “Verify”.</p> <p><i>Note: Okta Verify will open after typing your password.</i></p>


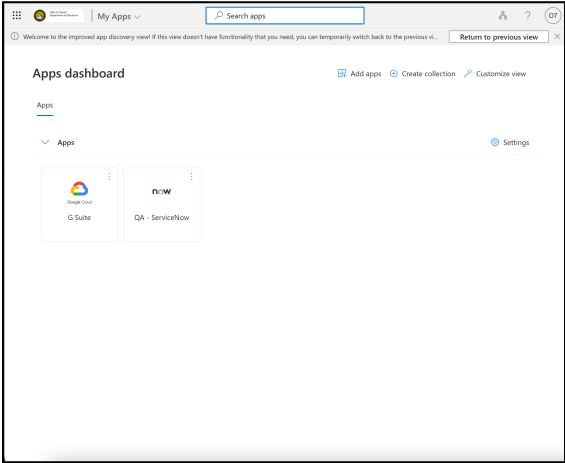
OKTA Fastpass Initial Setup for macOS Devices

 <p>The screenshot shows the Okta Verify login interface. At the top, it says "Okta Verify" and "State of Hawaii Department of Education". Below that is a graphic of a key and a padlock. The text asks "Are you trying to sign in?". There are two buttons: "Yes, it's me" (highlighted with a red box and a red arrow) and "No, it's not me".</p>	<p>Step 2.5</p> <p>After Okta Verify opens, Select "Yes, it's me".</p>
 <p>The screenshot shows the "Set up security methods" screen. It displays the user's email address "k12.hi.us". Below that, it says "Security methods help protect your Okta account by ensuring only you have access." Under "Set up required", there is a "Security Question" section with a "Set up" button (highlighted with a red box and a red arrow). A "Back to sign in" link is at the bottom.</p>	<p>Step 2.6</p> <p>A prompt to set up a security question will appear. Select "Set up".</p>

OKTA Fastpass Initial Setup for macOS Devices

	<p>Step 2.7</p> <p>Choose to “create your own security question”, or “utilize a premade security question”.</p> <p>Enter the answer for your question and press “Verify”.</p> <p><i>Note: When setting a security question, ensure that the answer you provide is one you will remember in the future.</i></p>
	<p>Step 2.8</p> <p>Select “Set up later”.</p>

OKTA Fastpass Initial Setup for macOS Devices

	<p>Step 2.9</p> <p>Select “No”.</p>
	<p>Step 2.10</p> <p>Microsoft My Apps page will prompt with all of your different icons (G-Suite, etc.).</p> <p>Okta Verify setup is now complete.</p> <p><i>Note: Not all of the icons will be similar to the screenshot.</i></p>