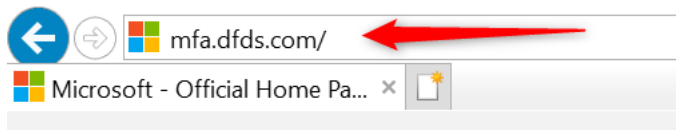


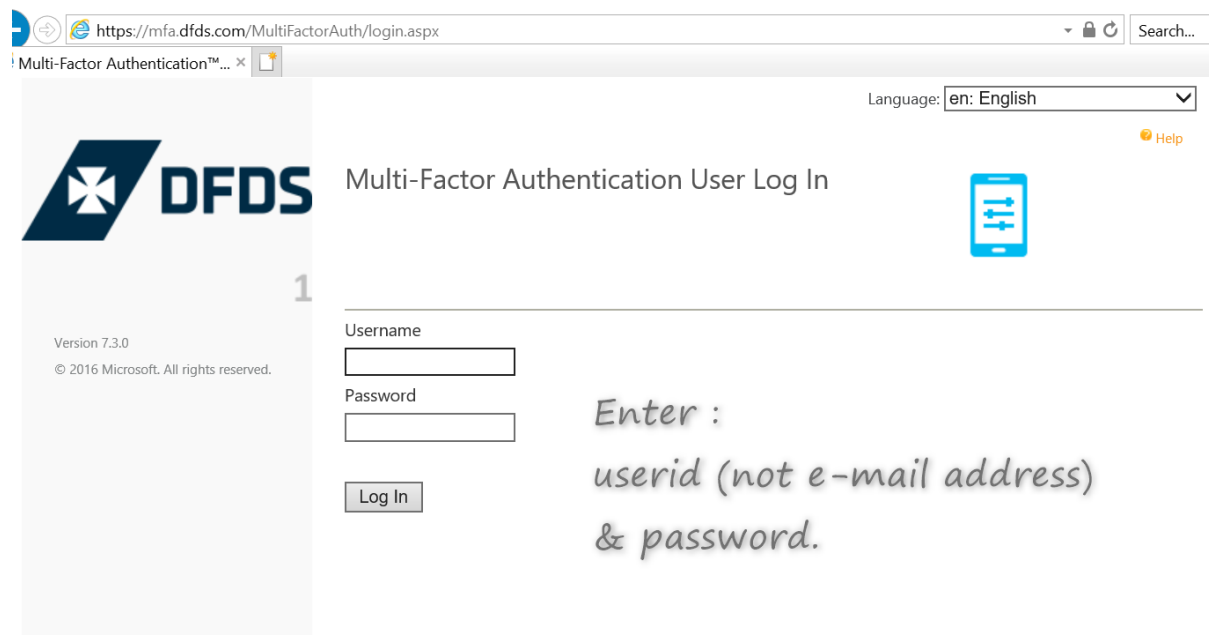
Setting up Multi-Factor Authentication :

If you have never connected to DFDS citrix (port.dfds.com) from your personal computer, then you will need to setup your mobile phone to receive a call, in order to be validated.

We recommend doing this initially from your office computer.
Go to the site MFA.DFDS.COM



Enter your DFDS user-id and password.

A screenshot of the DFDS Multi-Factor Authentication User Log In page. The page features the DFDS logo on the left, a version number 'Version 7.3.0', and a copyright notice '© 2016 Microsoft. All rights reserved.' Below the logo, there is a large number '1'. The main content area is titled 'Multi-Factor Authentication User Log In' and includes a 'Log In' button. There are two input fields for 'Username' and 'Password'. A handwritten note in grey text says 'Enter : userid (not e-mail address) & password.' The page also has a language dropdown menu set to 'en: English' and a 'Help' link.

Make sure the method is set to Phone Call, adjust to the correct country, and enter the mobile number you wish to use.

DFDS

Multi-Factor Authentication User Setup

To enable Multi-Factor Authentication for your account, please specify the phone number you will use to authenticate. To complete this step, Multi-Factor Authentication will call the number you entered. Answer and press # to authenticate.

Method
Phone Call

Phone
Denmark +45

Extension

Call Me Now to Authenticate Cancel

Choose <Call me now to Authenticate>

You should now receive a call. Answer the call, and a voice will ask you to press # to confirm. When this is done you should be all set to go.

DFDS

Welcome

Account Configuration Complete

Your account has been configured to use Multi-Factor Authentication.

When you sign on, you will continue to use the same username and password. Before your verification is complete, you will receive a phone call asking you to press the pound (#) key to confirm your sign on. If you don't confirm the sign on by pressing #, the sign on will be denied.

You should only enter # when you receive the Multi-Factor Authentication call if you are actually signing on to the application. Otherwise, someone may be trying to sign on with your username and password and you should report this potential fraud to your IT administrator.

Return to the Multi-Factor Authentication portal at any time to change your phone number.

Manage your Multi-Factor Authentication account by selecting an option below. Select the Help icon (top right) for assistance.

If any of the above fails to work, then please raise a ticket with IT Support.