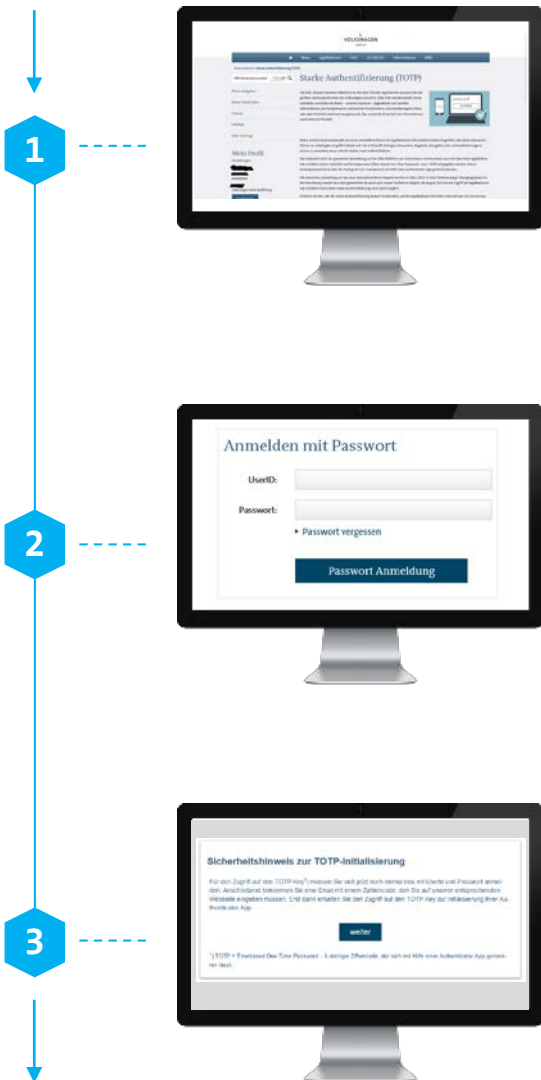


# Registration for the new TOTP authentication method on the ONE.KBP Group business platform

TOTP (Time-based **One-Time Password**) is being implemented to ensure strong authentication on the ONE.KBP Group business platform ([www.vwgroupsupply.com](http://www.vwgroupsupply.com)). Strong authentication will become mandatory for a range of applications by the end of 2019 at the latest, meaning that it will no longer be possible to simply log in with a user ID and password. Detailed information about strong authentication along with a list of affected applications and FAQs are available under Information → Strong Authentication (TOTP) after logging in to ONE.KBP.

After your company administrator has enabled your account, you need to register yourself as a user to be able to use TOTP. Registration takes around 30 minutes in total. Please follow the instructions below to do so.



## Technical requirements

Check whether your system meets the necessary technical requirements for being able to use TOTP (e.g. installation of an authenticator app). As stated above, further information is available on the ONE.KBP platform.

## Starting the registration process

Please click on the link you received by email to start the registration process. You will be forwarded to ONE.KBP. Log in with your user ID and password. Note: You have 24 hours to complete the registration process after clicking on the link for the first time. If you fail to do so, you will need to request your company administrator to enable your account for TOTP authentication once again.

## Confirming the security notice

You will receive a security notice that has to be confirmed by clicking on the “Next” button. You will be automatically logged off and forwarded to the ONE.KBO login page. Please log in again with your user ID and password.

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## Entering the registration password

When you click on the link, you will also be sent a registration password by email. Please enter this password in the form provided on ONE.KBP.



## Linking with authenticator app

After entering the password, a QR code will be displayed on ONE.KBP. Open your authenticator app and scan the QR code. Alternatively, enter the 16-digit code displayed under the QR code into your authenticator app.



## Enter one-time password

Confirm your registration and enter the one-time password (six digits) from your authenticator app into the form provided on ONE.KBP for the first time.



You are now registered for TOTP authentication. From now on, each time you access an application containing sensitive data, you will be prompted to enter the one-time password generated by your authenticator app.