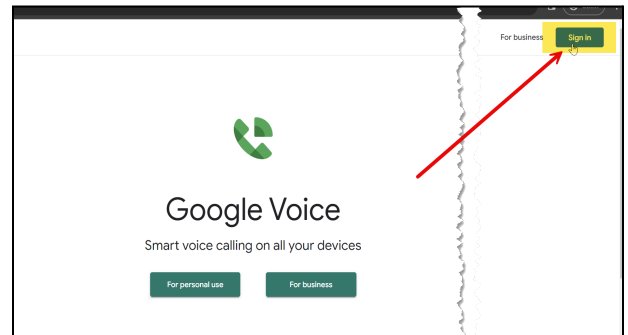


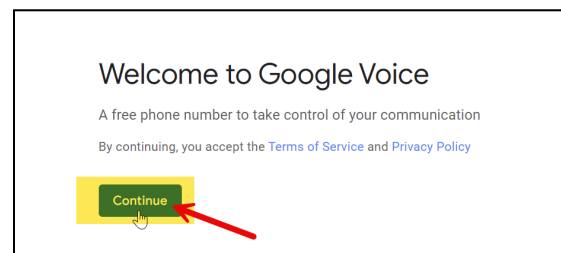
HOW TO CREATE A GOOGLE VOICE NUMBER

You'll need your phone for initial setup but afterwards you'll be able to receive calls on Google Voice for MFA purposes.

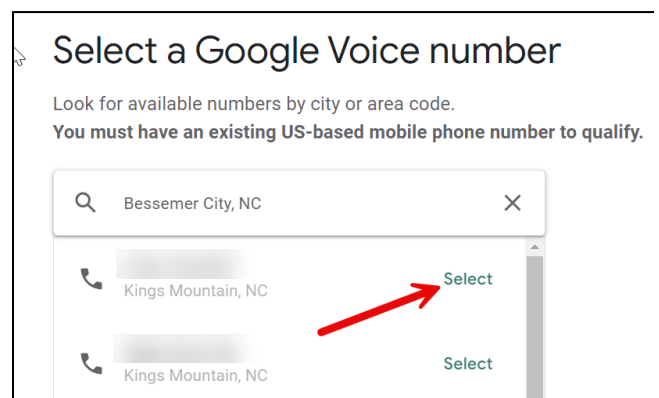
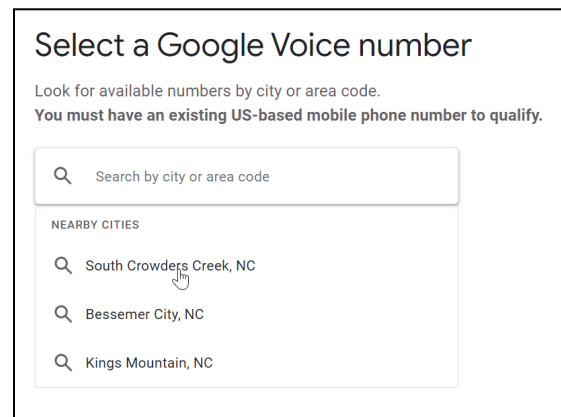
1. In an incognito window, go to voice.google.com
2. Click on sign-in at the top right corner of the screen
3. Sign in with your **personal Google account**



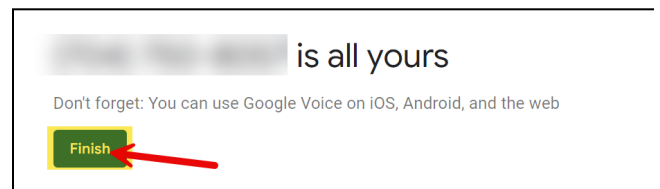
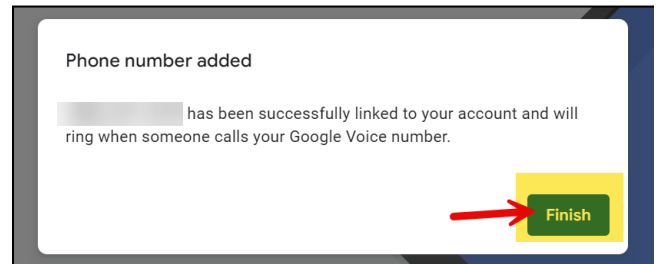
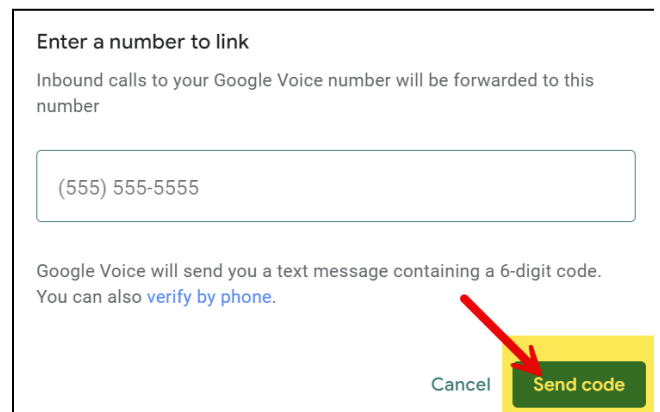
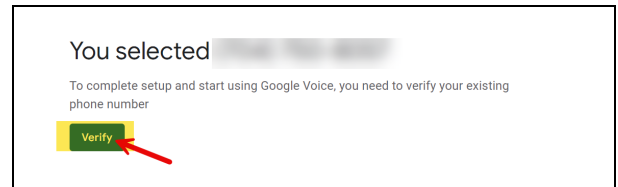
4. Click continue



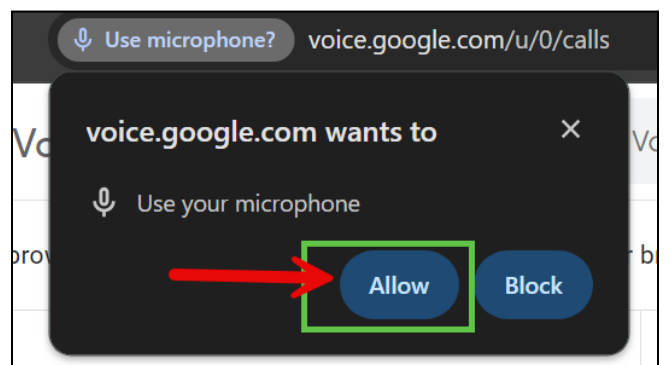
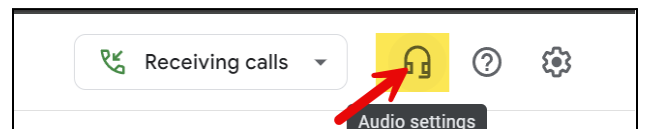
5. Click on one of the cities that Google suggests
6. Click on Select next to a number



7. Click Verify.
8. Type in your phone number and click send code.
9. Type in the code that you receive in a text message.
10. Click Finish.
11. Click Finish.



12. Click the headphones icon at the top right
13. Click Allow



You have now set up Google Voice. [Please follow the instructions to set up the "text or call" option for your MFA method by clicking here.](#)

To get the MFA phone call, make sure that you're logged into Google Voice before logging in to your CMS account. When the phone call comes in, find the green call button at the right side of the Google Voice tab, and click on it to answer the call and verify your login.

