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



6. Click on Select next to a number

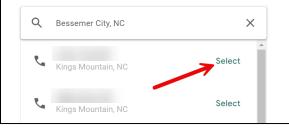


A free phone number to take control of your communication
By continuing, you accept the Terms of Service and Privacy Policy

Select a Google Voice number
Look for available numbers by city or area code. You must have an existing US-based mobile phone number to qualify.
Q Search by city or area code
NEARBY CITIES
Q South Crowders Creek, NC
Q Bessemer City, NC
Q Kings Mountain, NC

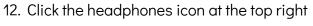
Select a Google Voice number

Look for available numbers by city or area code. You must have an existing US-based mobile phone number to qualify.





- 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.



13. Click Allow





You have now set up Google Voice. <u>Please follow the instructions to set up the "text or call" option for</u> 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.

