Osprey Approach: Set up Two-factor Authentication (2FA)

This help guide was last updated on
Dec 20th, 2023

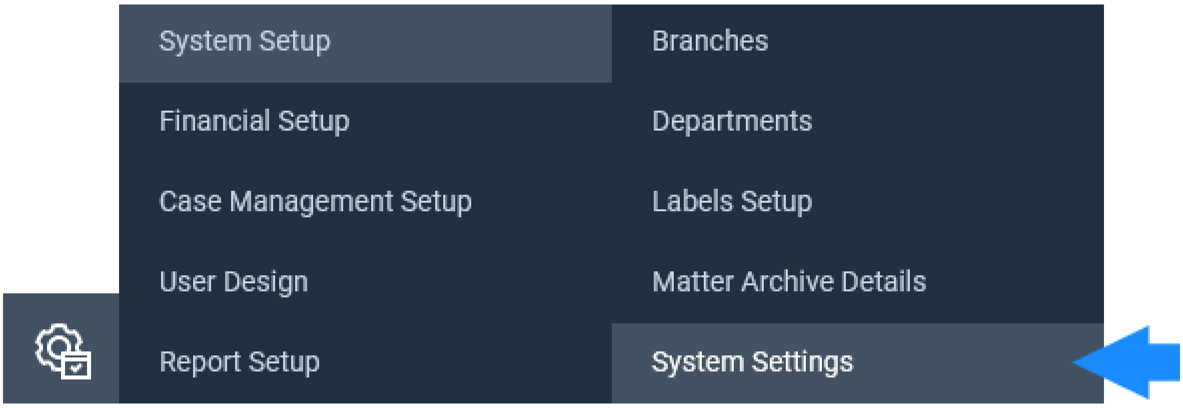
The latest version is always online at
https://support.ospreyapproach.com/?p=657

Osprey Approach allows you to set up two-factor authentication to enhance your security. This guide will go through setting this up for your database.

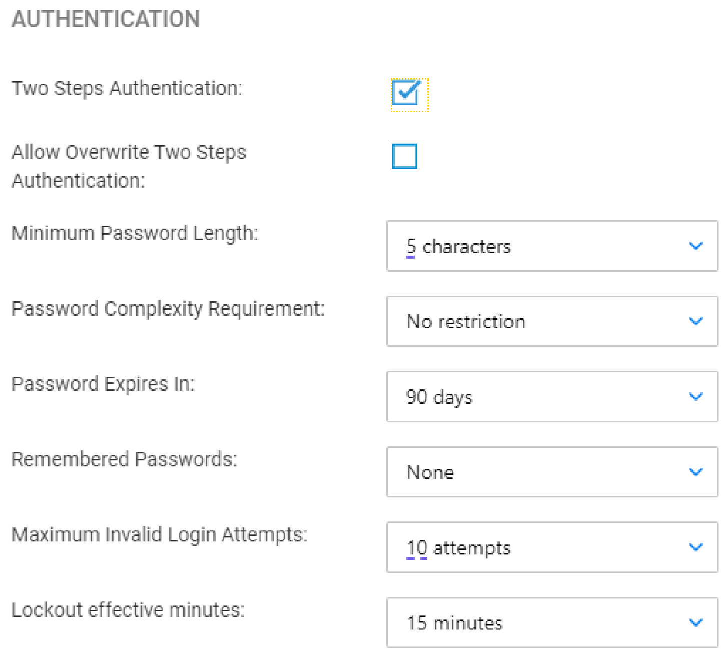
Please note that we recommend always using strong passwords for Osprey Approach and that passwords are NEVER stored or auto-completed.

Configuring password requiremnets and enabling 2FA

You can apply authentication settings to all users. Navigate to the Supervisor area, select System Setup and then click on System Settings.



Click the Edit button and then scroll to the bottom of the page.



AUTHENTICATION

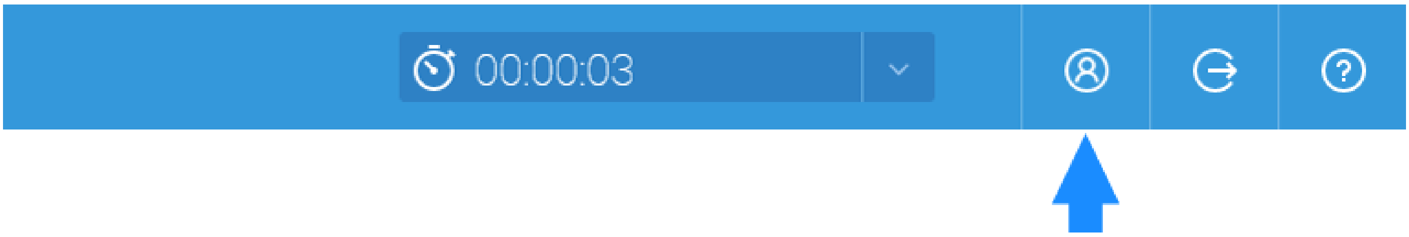
Two Steps Authentication:	☑
Allow Overwrite Two Steps Authentication:	□
Minimum Password Length:	5 characters
Password Complexity Requirement:	No restriction
Password Expires In:	90 days
Remembered Passwords:	None
Maximum Invalid Login Attempts:	10 attempts
Lockout effective minutes:	15 minutes

- **Two Steps Authentication** - Tick this box to enable 2 Factor Authentication for all users.
- **Allow Overwrite Two Steps Authentication** - When ticked, this allows users to disable/enable 2FA for their profile if 2FA is switched on.
- **Minimum Password Length** - Set minimum password length requirement.
  Passwords must exceed 5/8/10 Characters

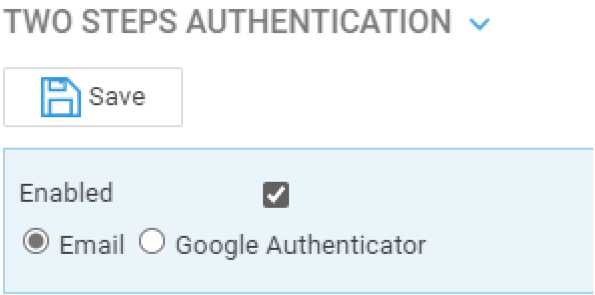
- **Password Complexity** - Selecting *Must mix alpha and numeric* to enforce passwords to contain a combination of letters and numbers.
- **Password Expires** - allows you to set the number of days after which the password must be renewed. *Options include Never/30 Days/60 Days/90 Days/1 Year*
- **Maximum Invalid Login Attempts** - Set the number of incorrect tries before the account is locked. Supervisors will be able to unlock the account from the Users screen.
Options include No Limit/3 Attempts/5 Attempts/10 Attempts
- **Lockout Effective Minutes** - will set the amount of time an account is locked following invalid login.
Options include Forever/15 Minutes/30 Minutes/1 Hour/2 Hours

Overwriting 2FA

If users are allowed to override 2 Factor Authentication, they can do so in their user profile. Click the User Profile icon in the top right corner.



You can change password here, or 2-Factor Authentication can be enabled or disabled by ticking or unticking the Enabled check box.



TWO STEPS AUTHENTICATION

Save

Enabled ☑

● Email ○ Google Authenticator