

## End User Okta FastPass Instructions

### Setting Up Okta Verify FastPass with Windows Hello or Apple Key Chain Enabled

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#### Steps to Enroll

##### 1. Open Your Okta Verify Application:

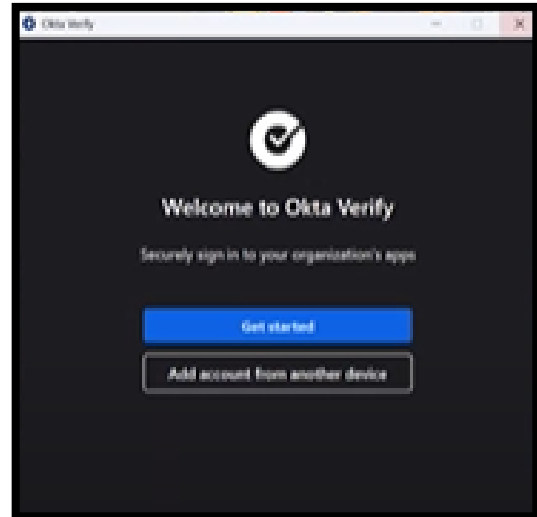
- Locate and click the **Okta Verify icon**.
- Click **Get Started**.



On **Windows** machines, you can find the application using your Search feature.

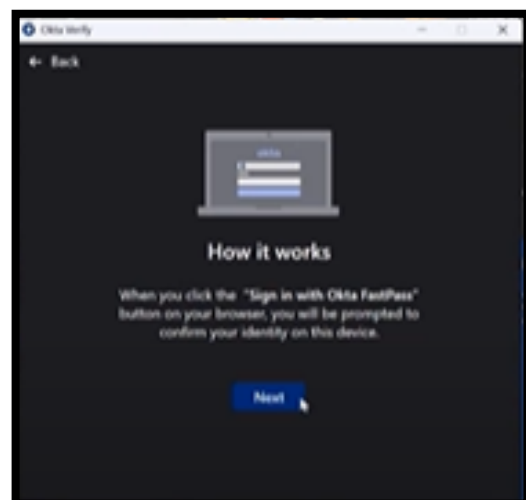
For **Mac** users, the application will be running in the system tray.

Right-click the Okta icon in the system tray and select **Open Okta Verify**.



##### 2. Enter Base URL:

- When prompted, enter base URL: <https://onevu.vanderbilt.edu>
- Click **Next**.



### 3. Sign In with Your Vanderbilt Account:

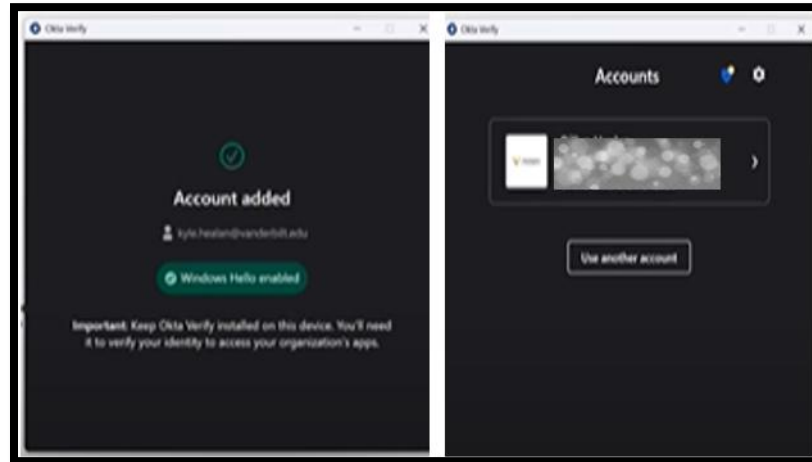
- A browser page will open.
- Enter your **Vanderbilt email** or **VUNetID**, then click **Next**.
- Authenticate using an existing two-factor authentication method (PIN, biometrics, etc.), then press **Enter**.

### 4. Enable device Biometrics (Windows Hello Authentication or Apple Key Chain):

- The **Sign In** page will appear.
- Click **Enable**.

### 5. Complete Enrollment:

- Once successful, you will see your **account information page** in Okta Verify.
- Your account is now set up with FastPass.



## Logging in with FastPass:

When logging into [OneVU](#):

- Select the option **Use Okta Verify FastPass authentication.**
- Authenticate using Windows Hello or Apple Key Chain.
  - If biometrics were setup, you will be prompted to login with PIN or biometrics.

You are now securely signed in without needing a password.

