As a measure to provide enhanced security to your Mary Baldwin University Google account, 2-step verification will be required by all student and employee account holders. This means that an extra verification step will be required to access your account. It is highly recommended that you enroll immediately to avoid losing access to your Google account.

The following will provide instructions on how to enable 2-step verification for your account.

- If you see the following, please contact the Office of Information Technology help desk at (540)887-7075 otherwise proceed to step 1.
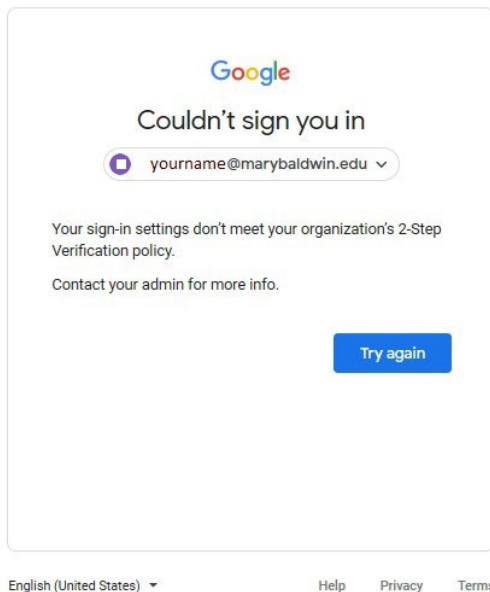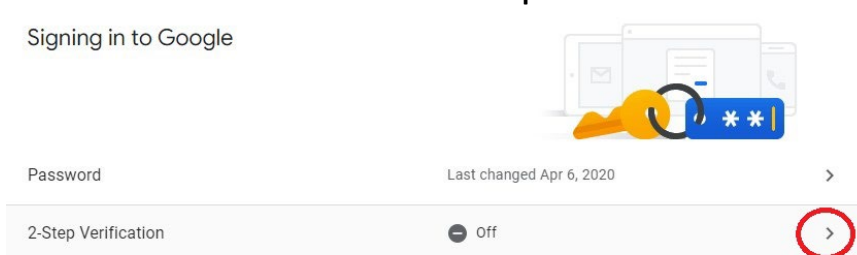

1. Go to https://myaccount.google.com and sign into your MBU account.
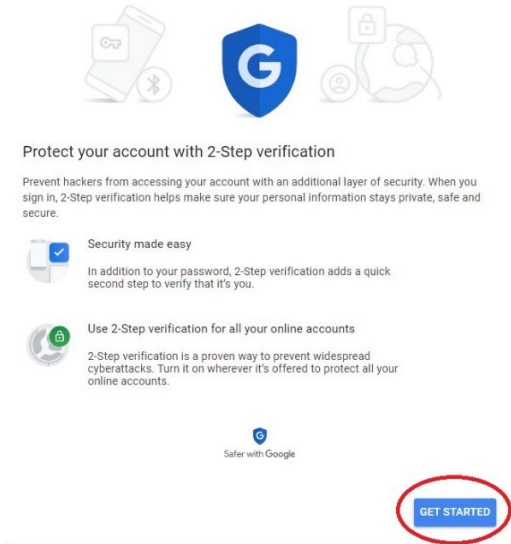
2. In the resulting screen on the left side select the "**Security**" option.

3. Scroll down and select the arrow next to **"2-Step Verification"**.

4. On the Protect Your Account with 2-Step Verification page, select "**Get Started**" and re-enter your password.

5. If prompted to set up your phone, fill in the phone number you want to use and select how you want to receive your codes then select "**NEXT**".

6. Enter the code you received to confirm and then select "**NEXT**".

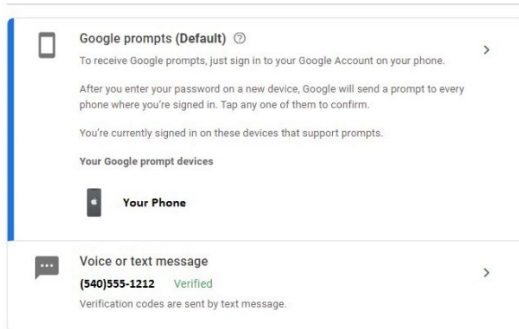7. Select "**TURN ON**" to enable the 2-step verification.
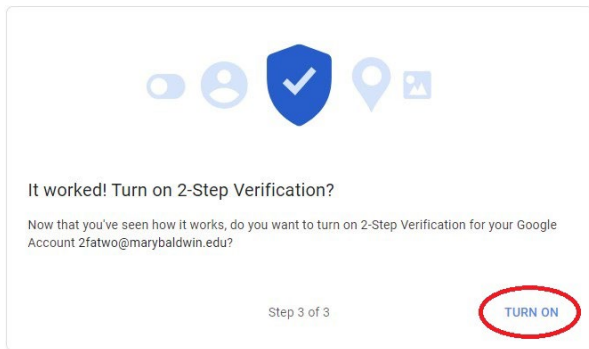
8. At this point, you will see a confirmation that 2-step verification is on and what second step options you have enabled. You can add more second step options to allow you to access your account in case your phone is not available.
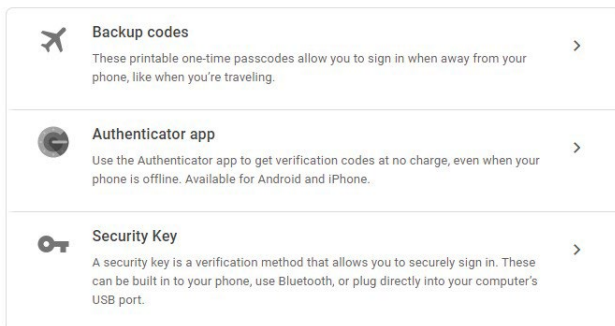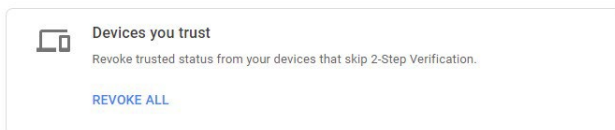
Frequently asked questions

Q: What if I don't have my phone with me can I still access my Google account?

Yes. There are alternate ways to verify your account. Please watch this short 2-minute video for alternate ways to sign in:
https://www.youtube.com/watch?v=iup3HTrcO28

Q: Will I have to use my phone to sign into Google every time I sign on from my computer?

No, you may trust devices that you sign into often. If you do so, you will not be prompted every time to sign in.

You may get prompted occasionally to verify your identification.

You will get prompted on any new device that you log into or any device with Deep Freeze such as an instructor machine or lab computer.

Where can I find out more about Google 2-Step authentication?

You may go here for a step-by-step video of the process**.**

You may go here to learn more about Google 2-Step authentication.

If you have further questions or need assistance, please reach out to the OIT helpdesk at (540)887-7075 or submit a helpdesk ticket by sending an email to help@marybaldwin.edu.