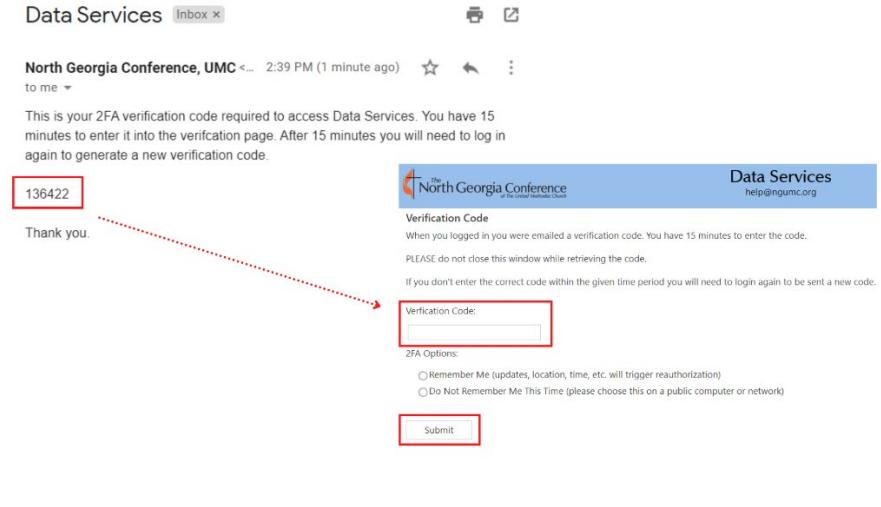# Data Services: Two Factor Authentication (2FA)

To sign in using Two Factor Authentication Enter your Username and Password, click "Login."	
You will be taken to a Verification Code screen, and an email will be sent to the address on your account. The subject is "Data Services." Type or copy the unique 6-digit code from your email into the Verification Code box, select the 2FA privacy information, and click "Submit." **Do not close the Verification Code screen while retrieving the code from your email.**	
To turn 2FA on and off Click on the picture icon in the top right corner. Click "Profile." Update your options. You will need to enter a password twice under the Password Reset box to save. You can enter your current password to keep it or set a new password. Save Changes.	