



**Port of
Antwerp
Bruges**

MFA External Users

<input type="checkbox"/>

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1 Introduction

2 Configuring MFA with an iPhone

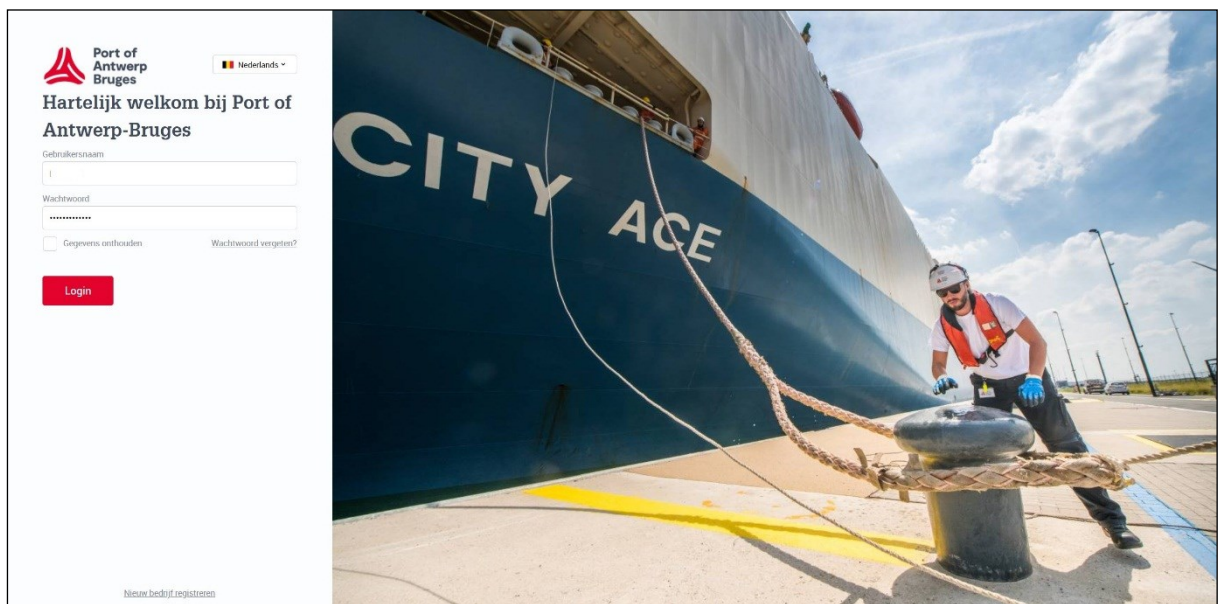
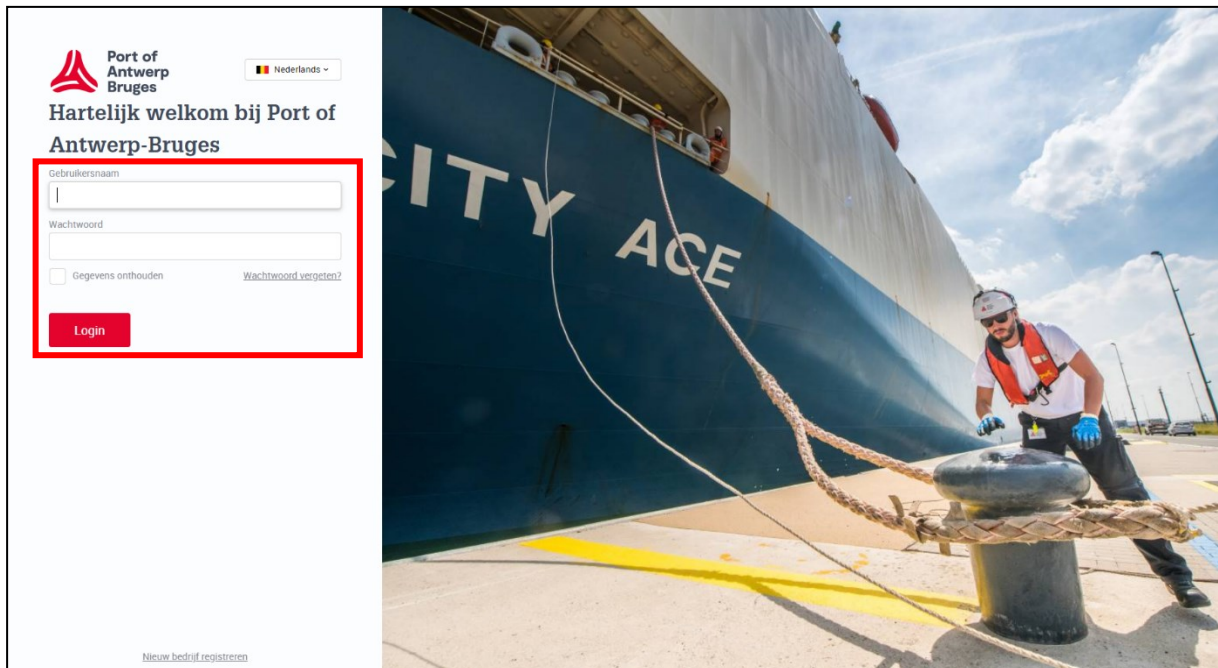
- At the bottom of your taskbar, click on **Microsoft Edge**, to open it;



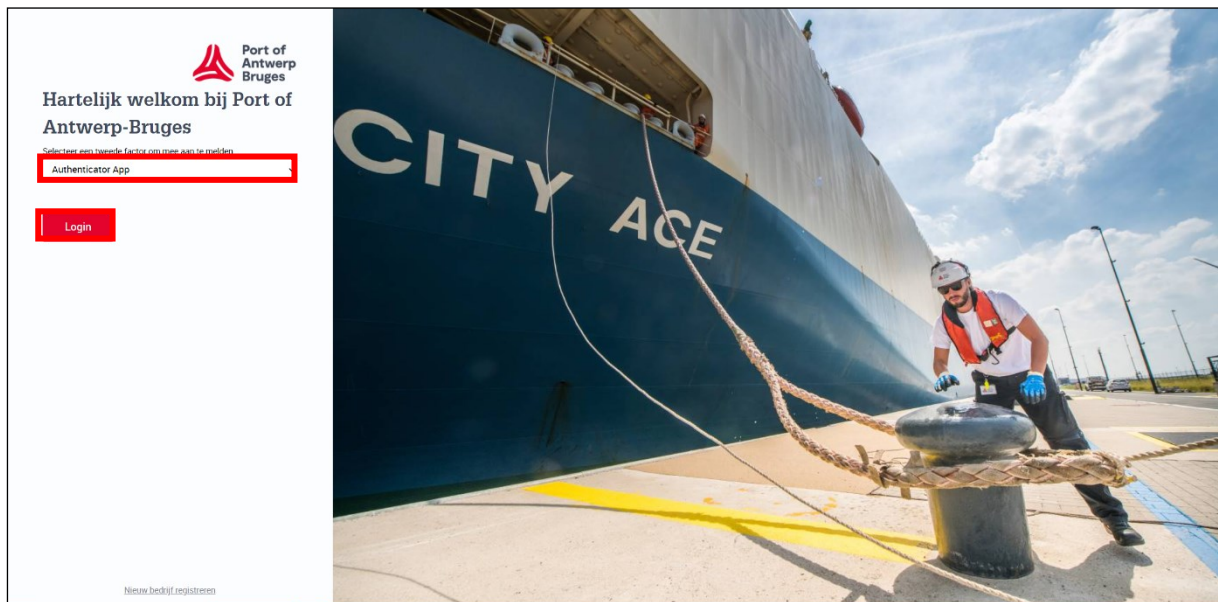
- Enter the following web address: [Port of Antwerp \(c-point.be\)](https://c-point.be)
- Click on **Login**;



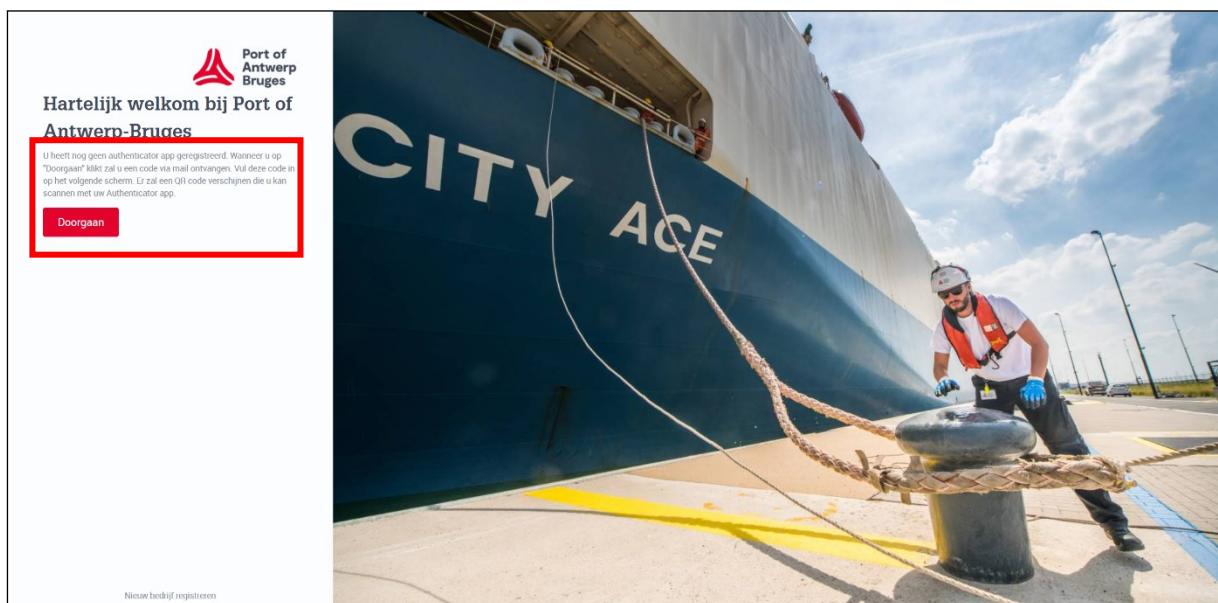
- ❑ Enter your user name (in most cases: **the first letter of your first name followed by your last name (max number of characters: 10)**) and your password;
- ❑ Click on **Login**;



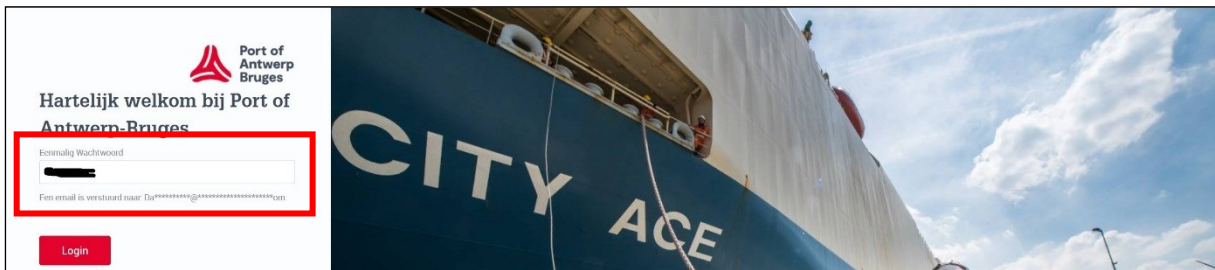
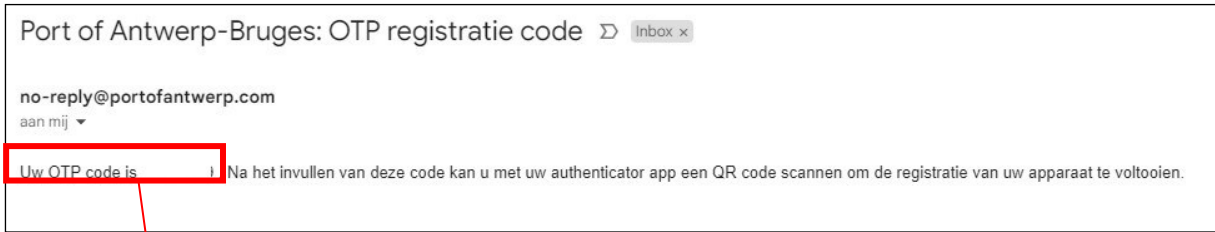
- Select the **Authenticator App**;
- Click on **Login**;



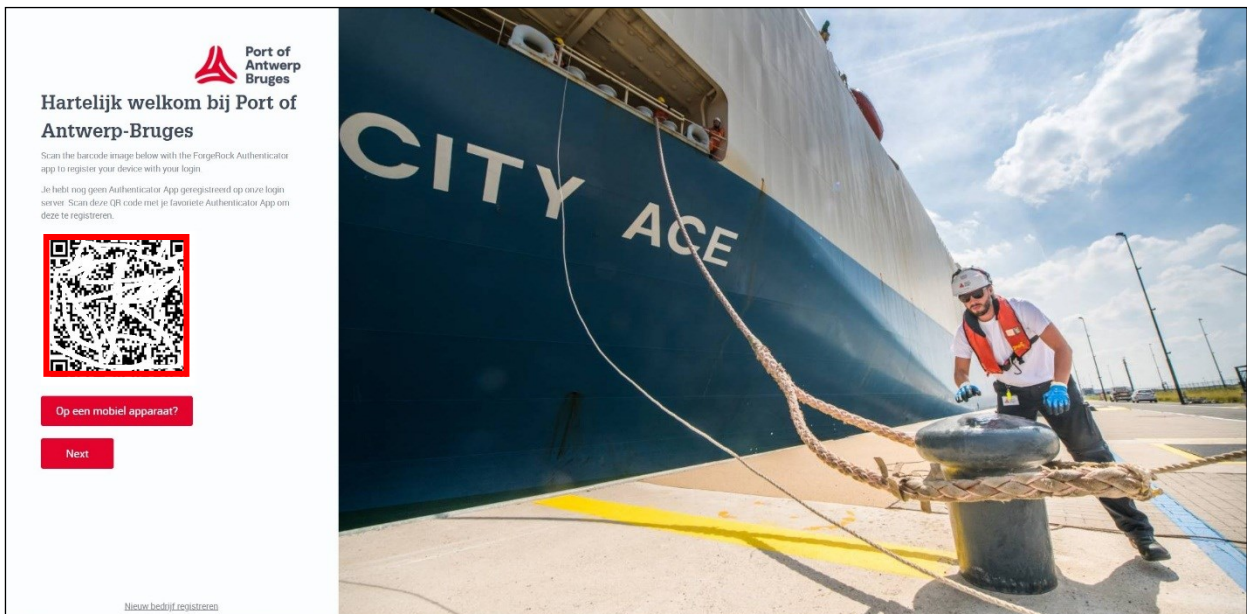
- You will get the error message that you have not yet registered an authenticator app;
- Click on **Continue**;



- enter your one-time password sent to your e-mail address;
- Click on **Login**;



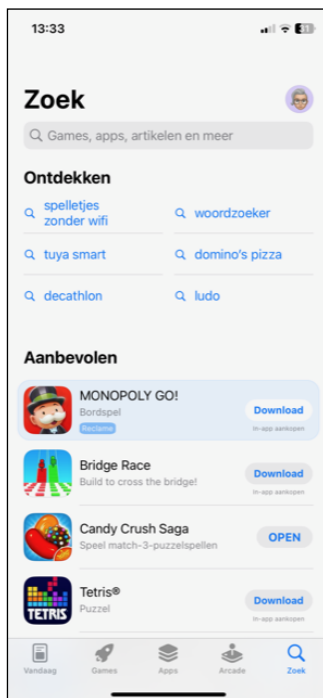
- A window with a QR code appears;



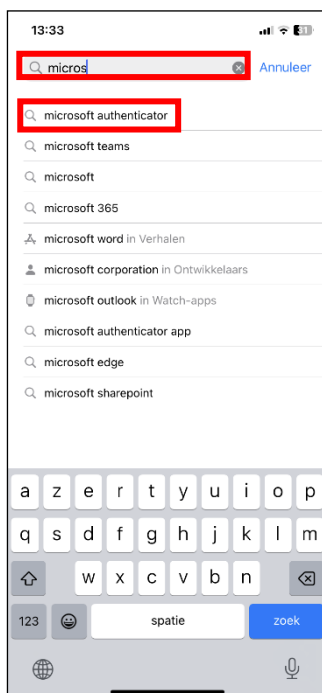
2.1 Install an Authenticator app: Microsoft or Google (free choice)

2.1.1 Microsoft Authenticator App

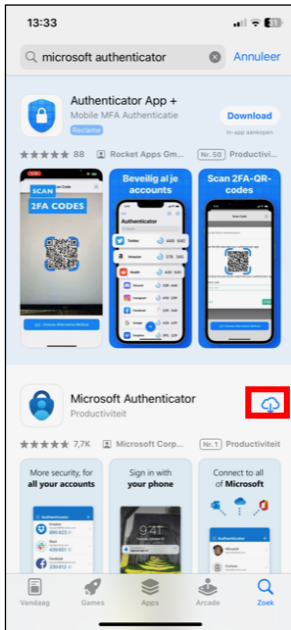
- Install the Microsoft Authenticator APP;
- go to the **APP** store on your iPhone.



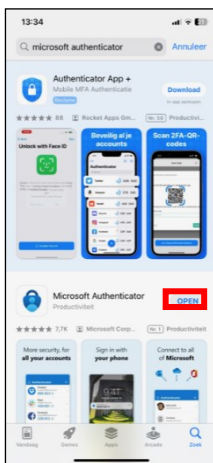
- under search, click on **Microsoft Authenticator**;



- Click Download or the cloud next to the correct app;



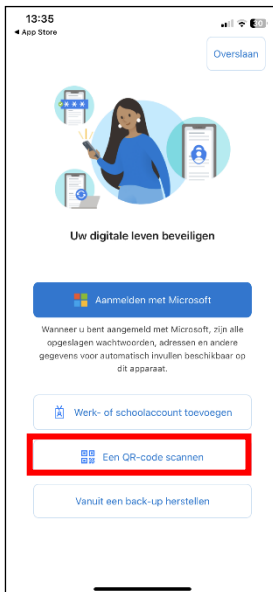
- click on Open;



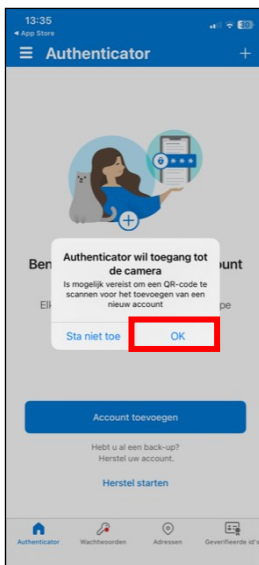
- click on Accept;



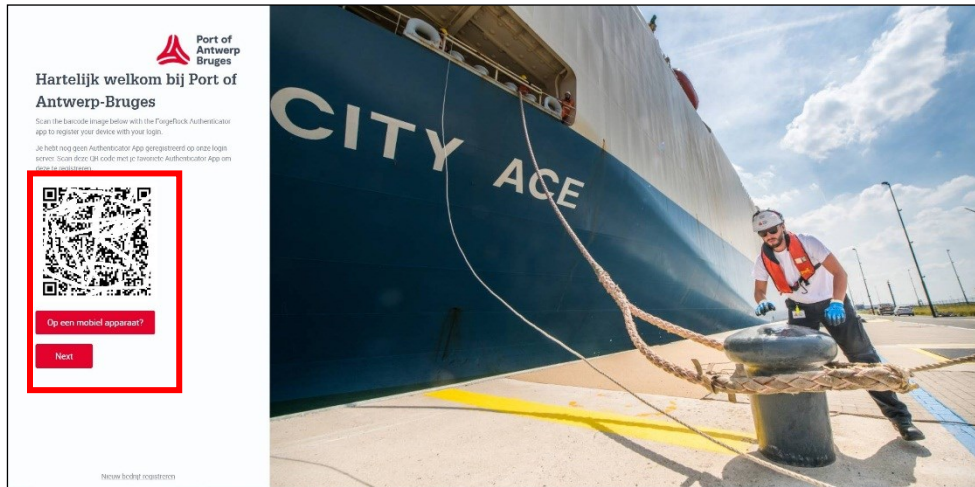
- click on **Continue**;
- select **Scan a QR code**;



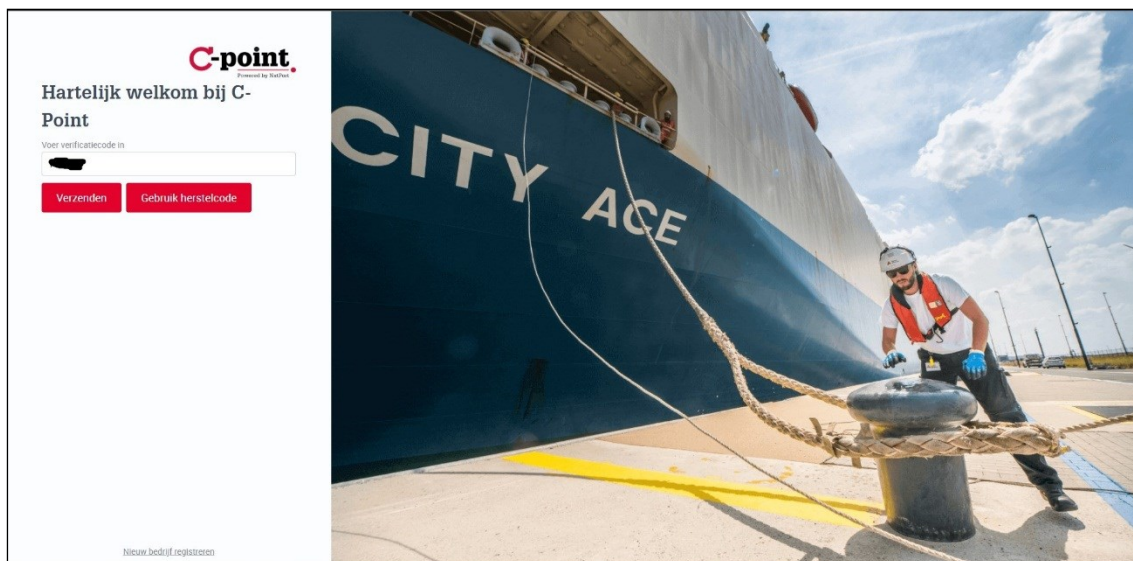
- Click **OK** to the pop-up that asks if Authenticator will access the camera;



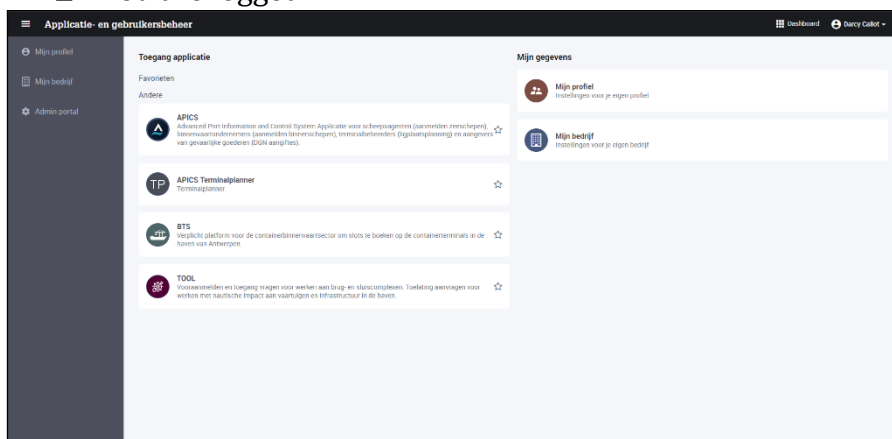
- scan the QR code;
- click on Next;



- Enter the verification code that is shown in the authenticator app;
- click on Send;

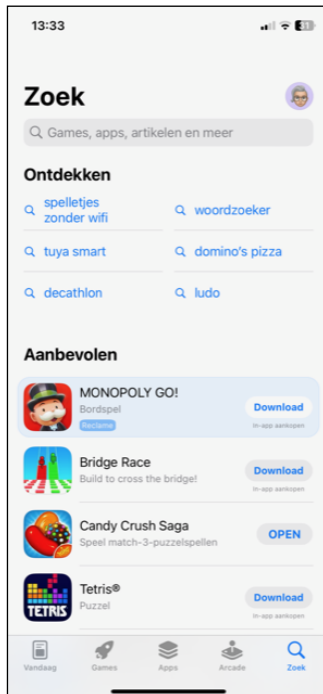


- You are logged in.

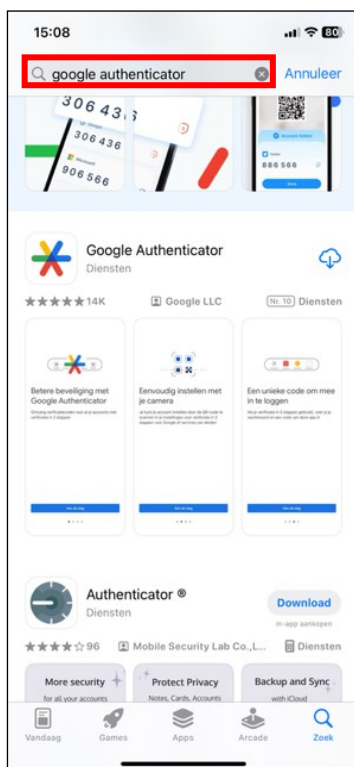


2.1.2 Google Authenticator APP

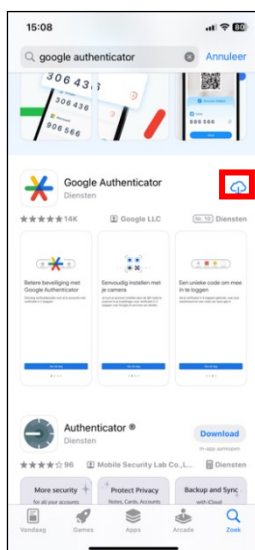
- Install the Google Authenticator APP;
- go to the **APP** store on your iPhone.



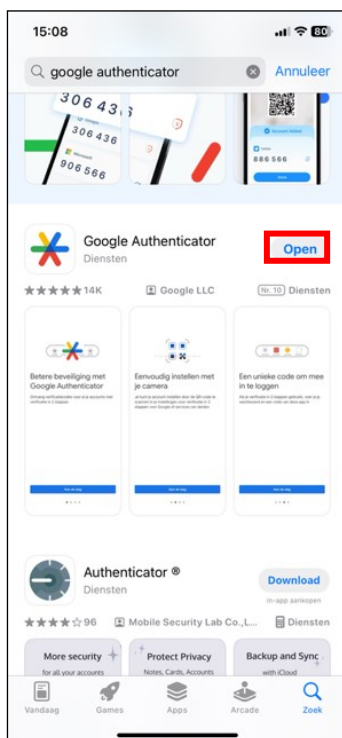
- under search, click on **Google Authenticator**;



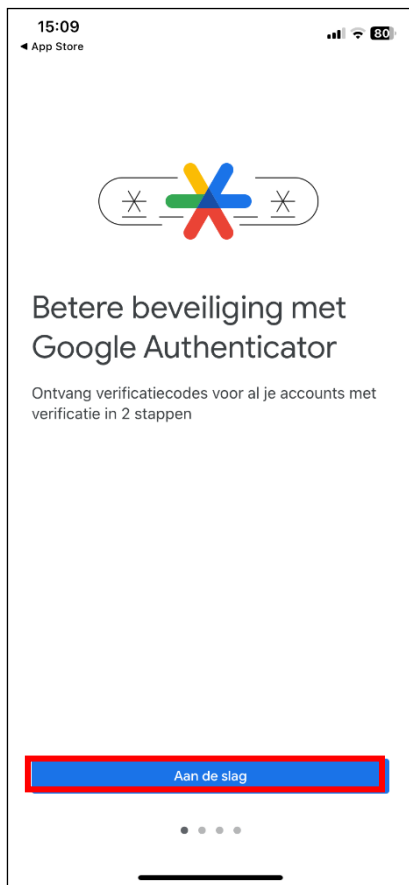
- Click **Download** or the **cloud** next to the correct app;



- click on **Open**;



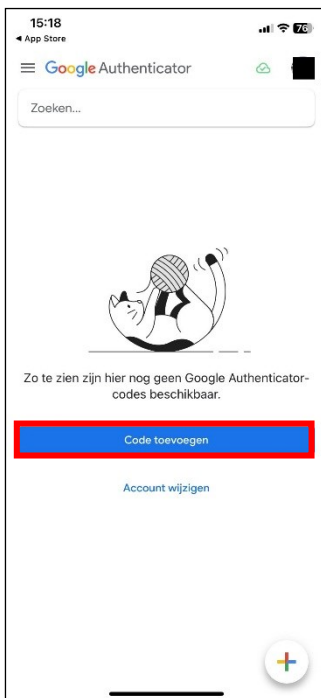
☐ click on **Get started**;



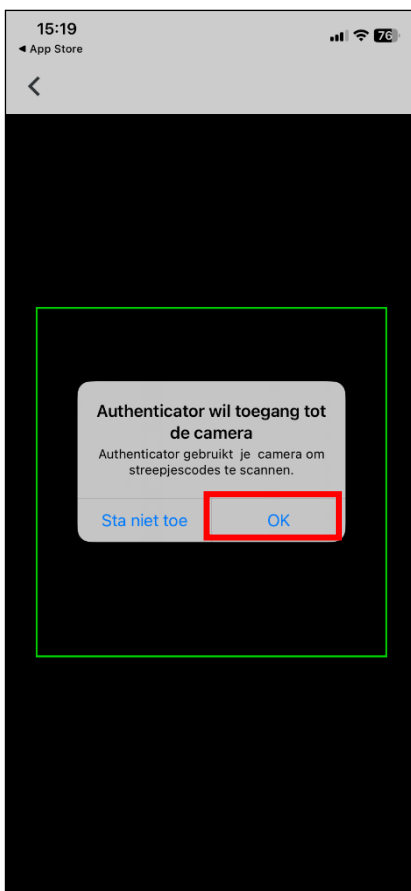
☐ click on **Continue if *******;



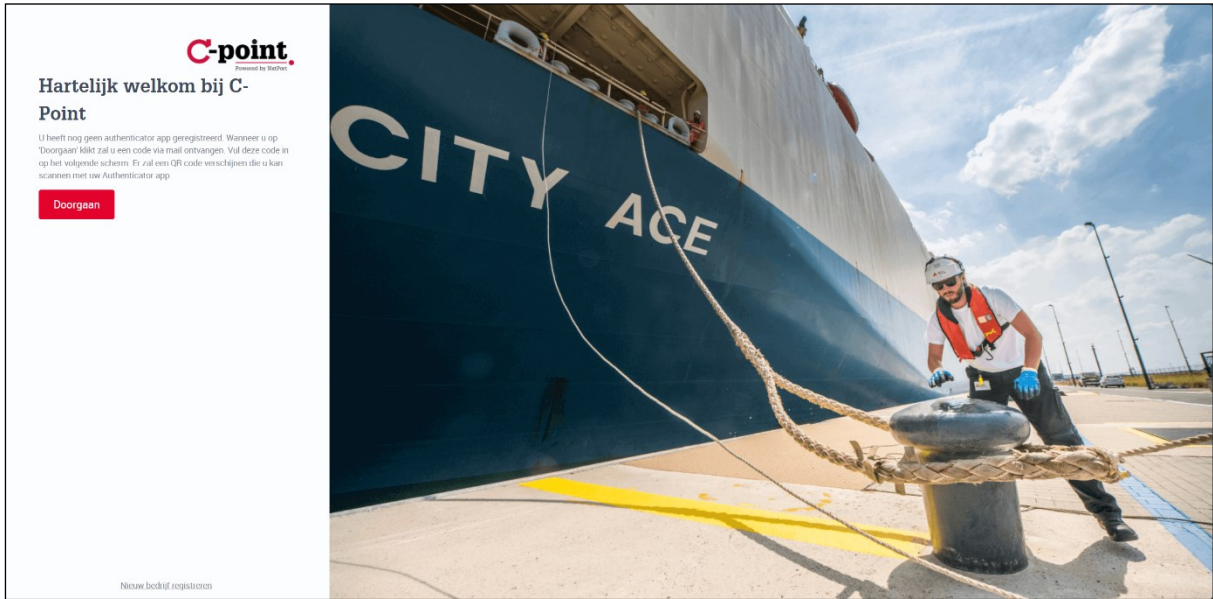
- select **Add code**;



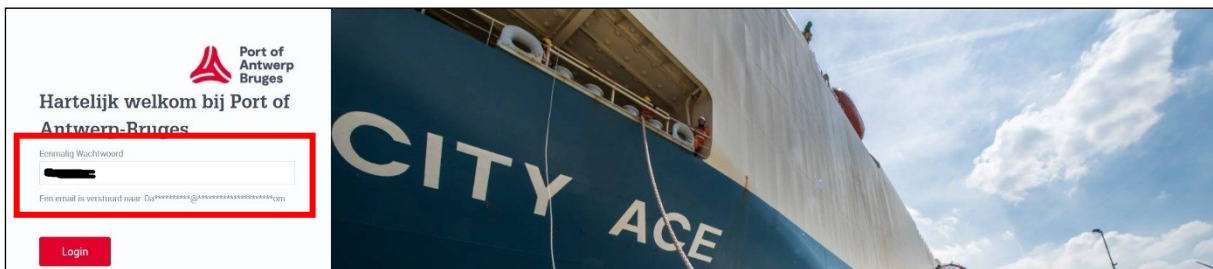
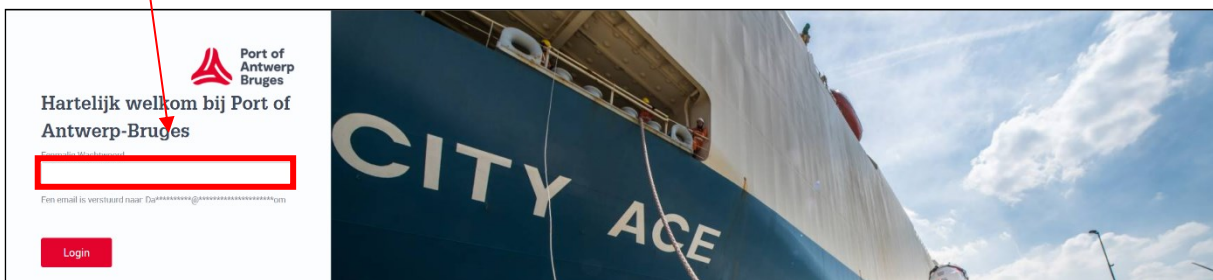
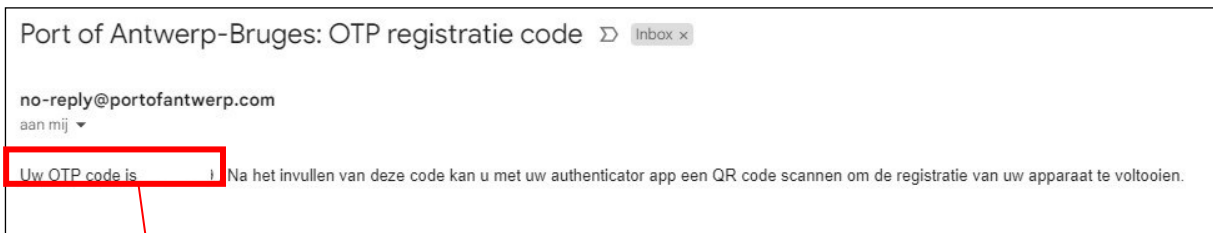
- Click **OK** to the pop-up that asks if Authenticator will access the camera;



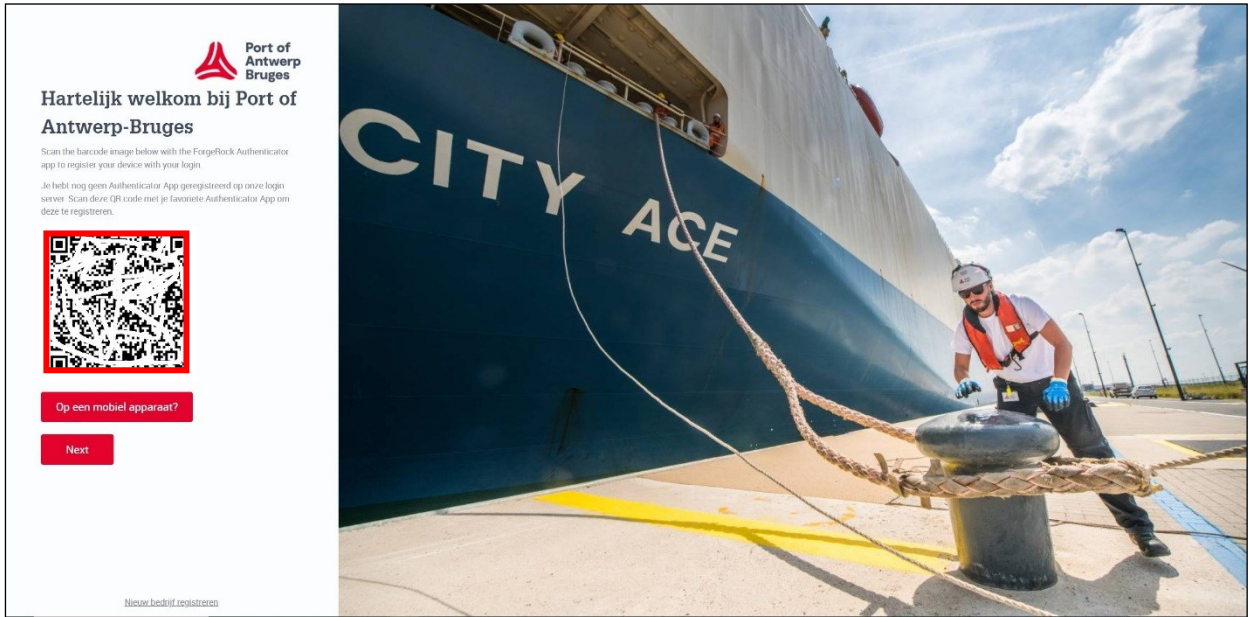
- Click on **Continue**;



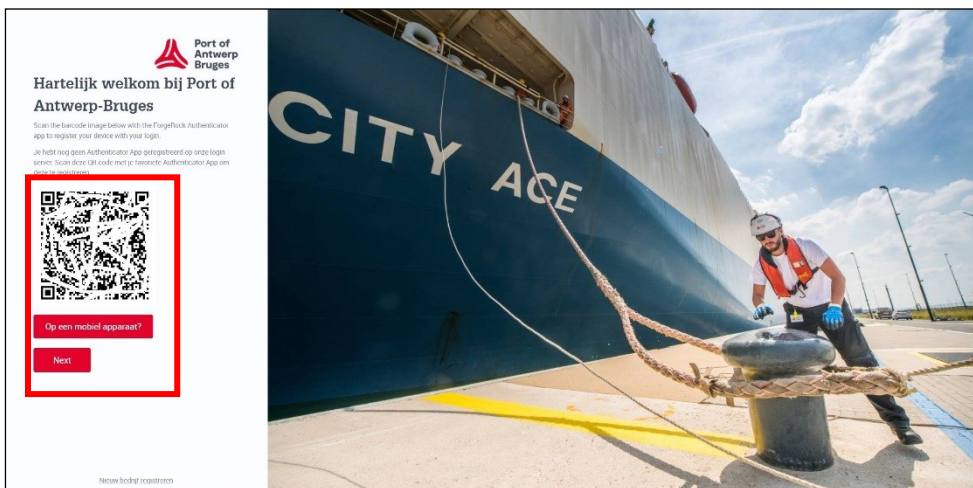
- enter your one-time password sent to your e-mail address;
- click on **Login**;



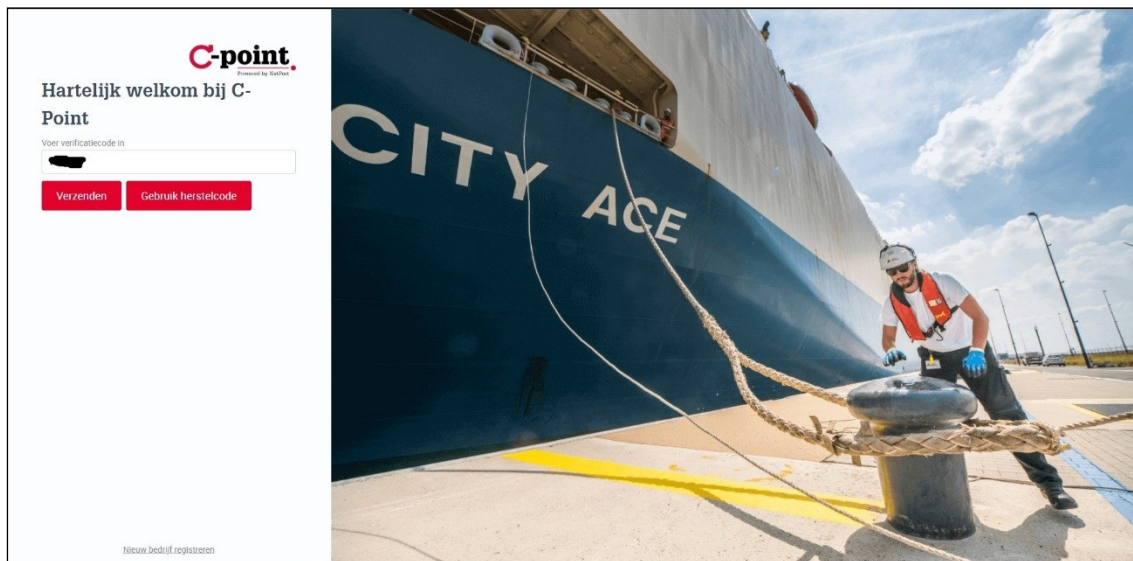
- A window with a QR code appears;



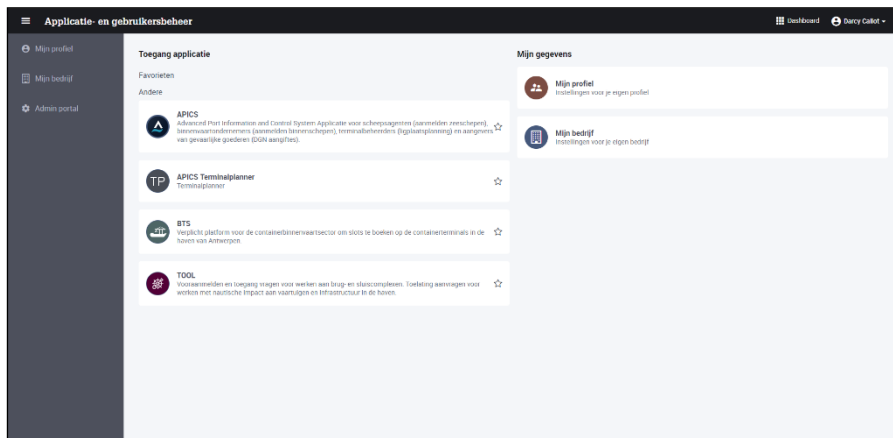
- scan the QR code;
- click on Next;



- Enter the verification code that is shown in the authenticator app;
- click on Send;



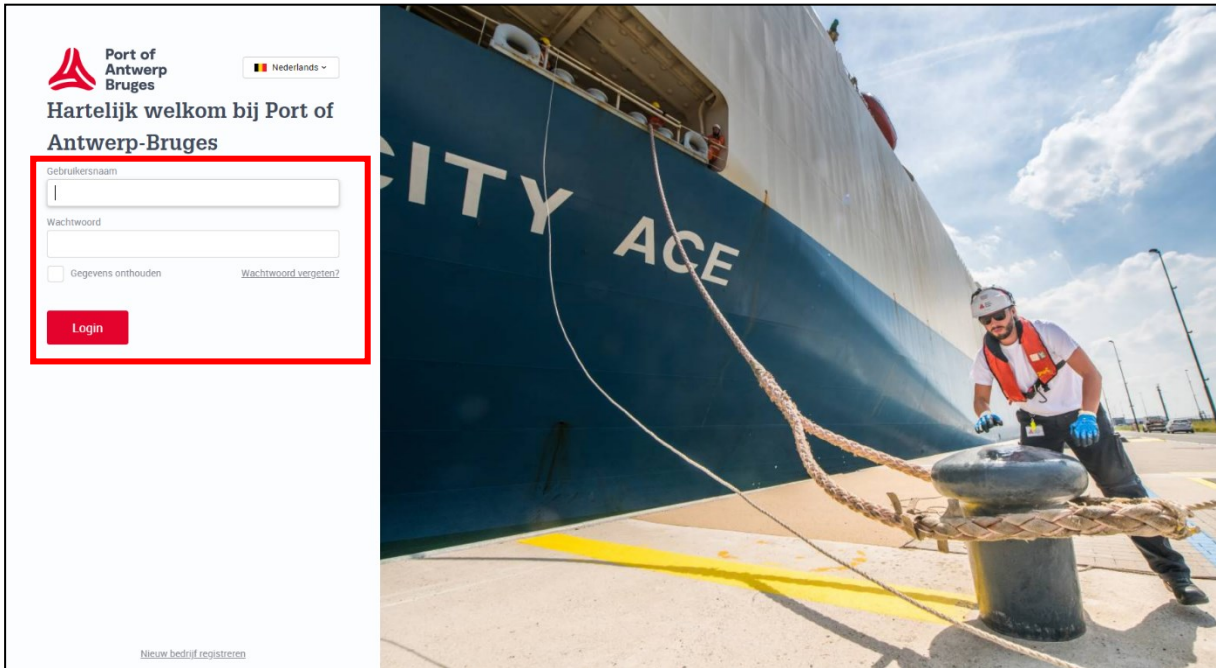
- You are logged in.



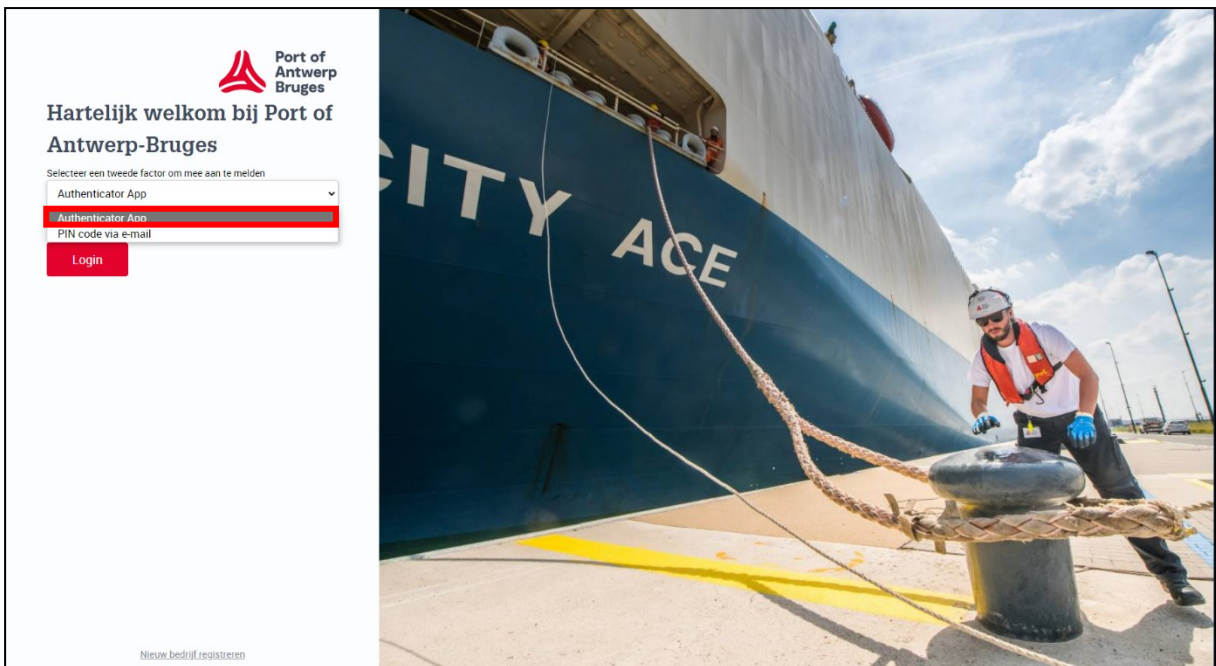
3 Using MFA

3.1 With Microsoft Authenticator APP

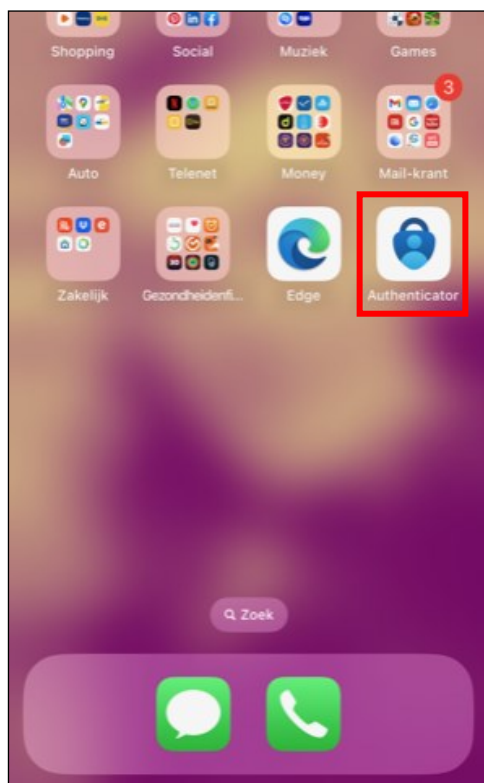
- Go to the web application and log in with your username (username is not the e-mail address) and password;



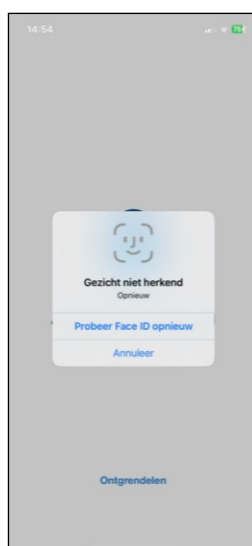
- Select your authentication method (the authenticator app is recommended);
- Click on **Login**;



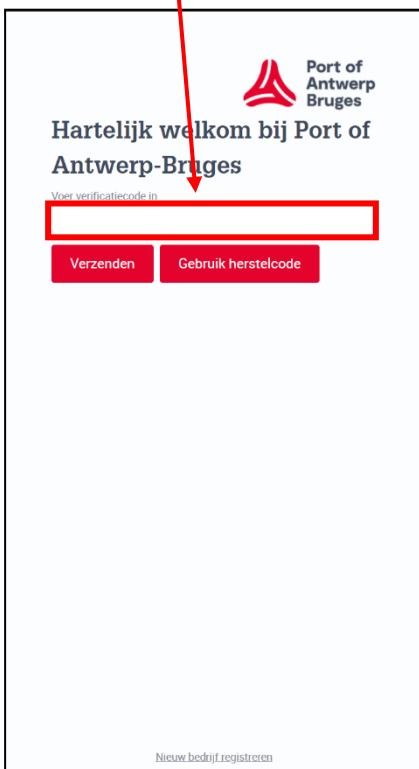
- Open your authenticator app on your mobile phone;



- If necessary, enter your PIN/use Face ID;



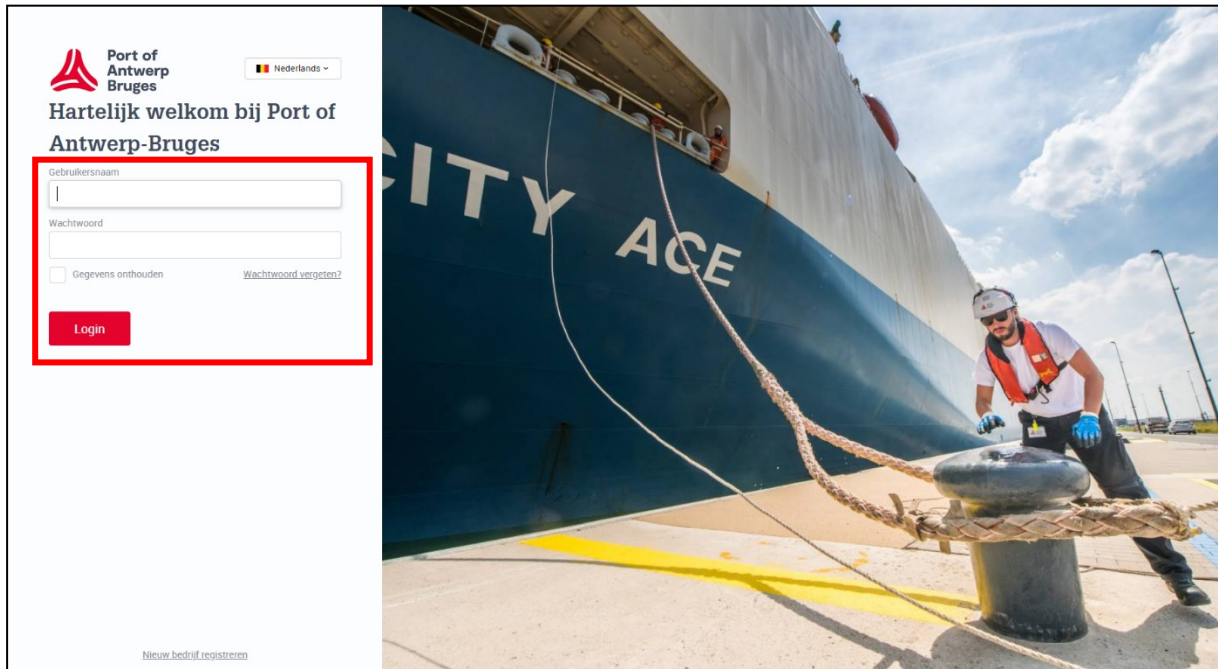
- Enter the verification code (6 digits) displayed in the **Authenticator app** under your account (username) and click **Send**;



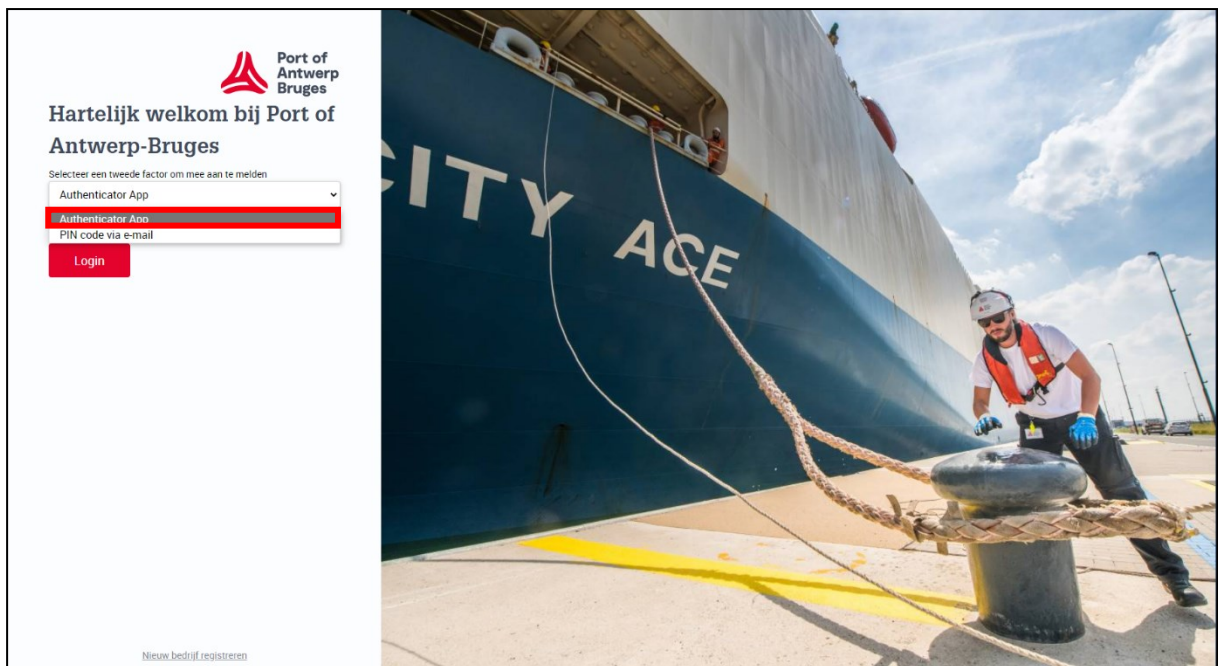
- You are logged in.

3.2 With Google Authenticator APP

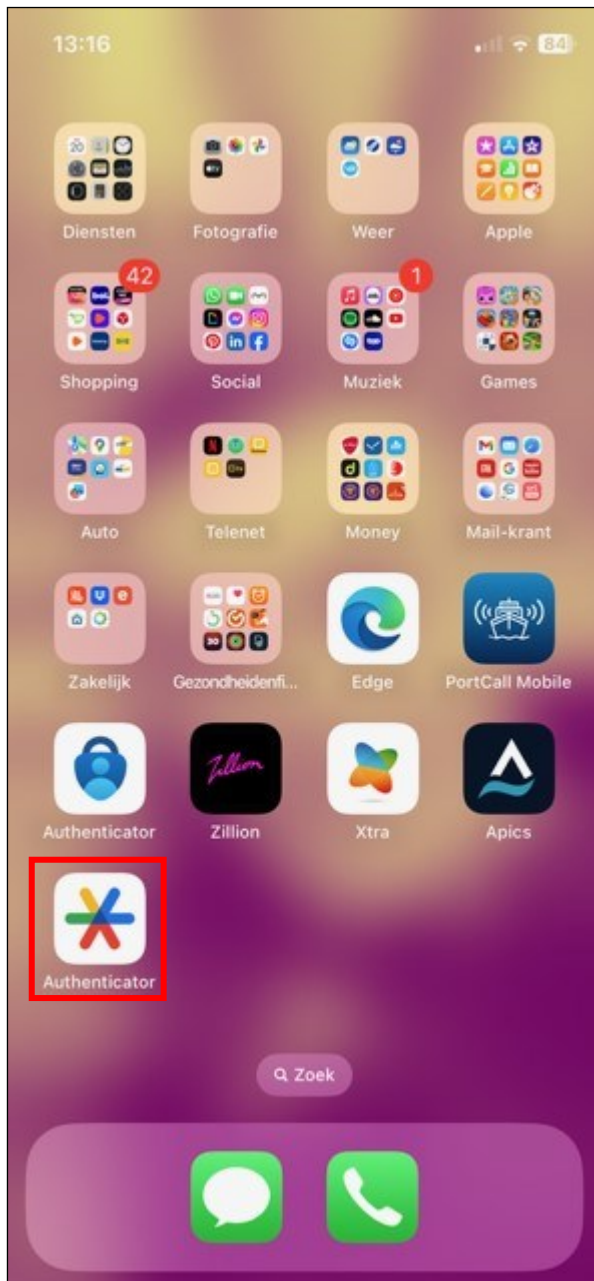
- Go to the web application and log in with your username (username is not the e-mail address) and password;



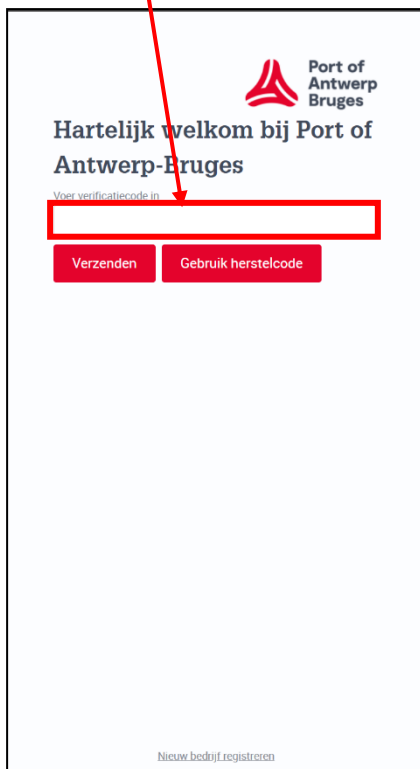
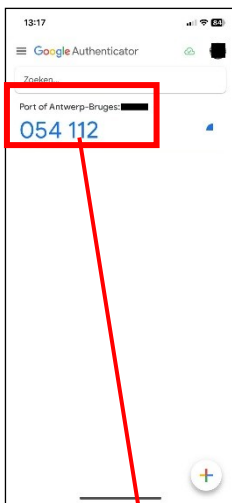
- Select your authentication method (the **authenticator app** is recommended);
- Click on **Login**;



- Open your authenticator app on your mobile phone;



- Enter the verification code (6 digits) displayed in the **Authenticator app** under your account (username) and click **Send**;



- You are logged in.

4 Log in with verification code via e-mail

- At the bottom of your taskbar, click on **Microsoft Edge**, to open it;

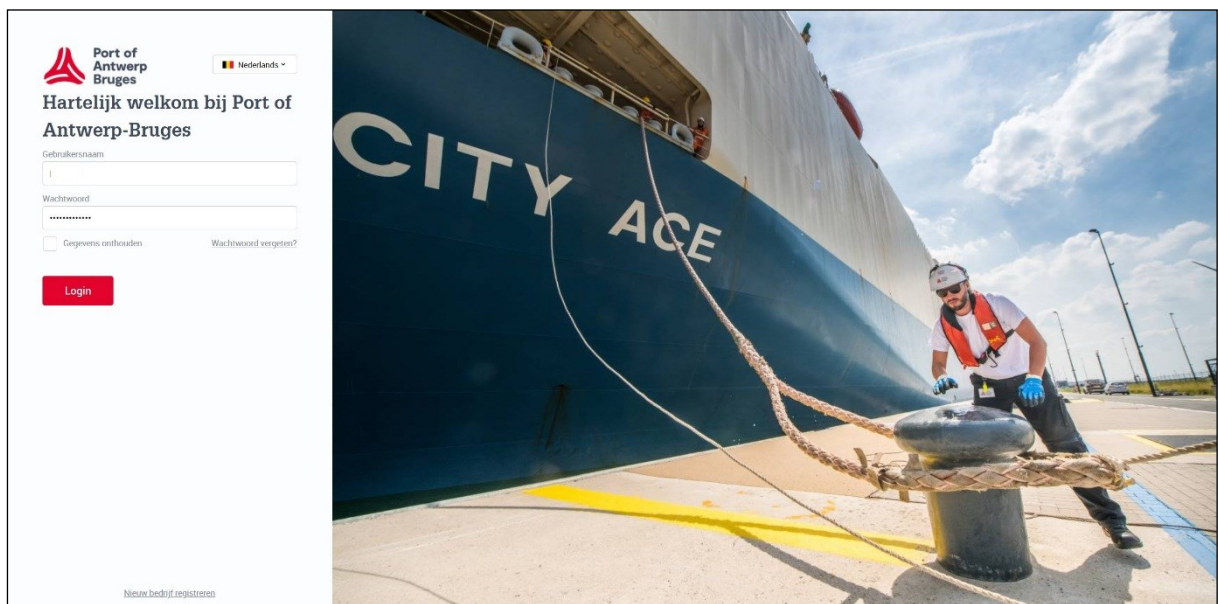
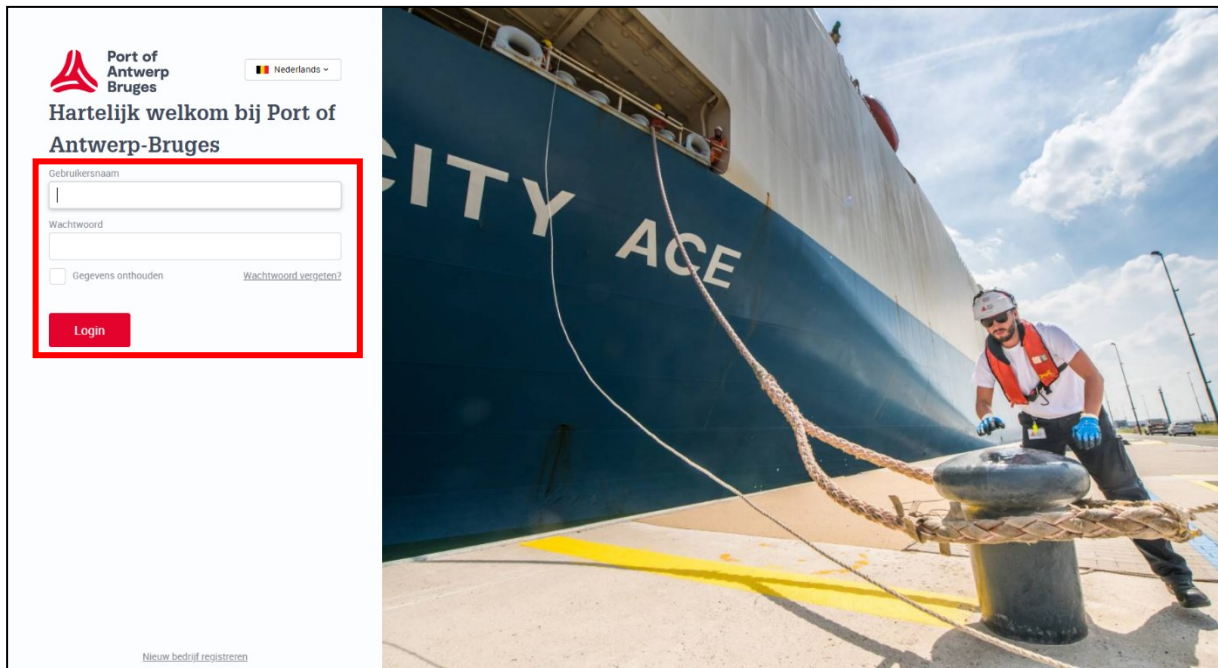


- Enter the following web address: [Port of Antwerp \(c-point.be\)](https://c-point.be)
- Click on **Login**;

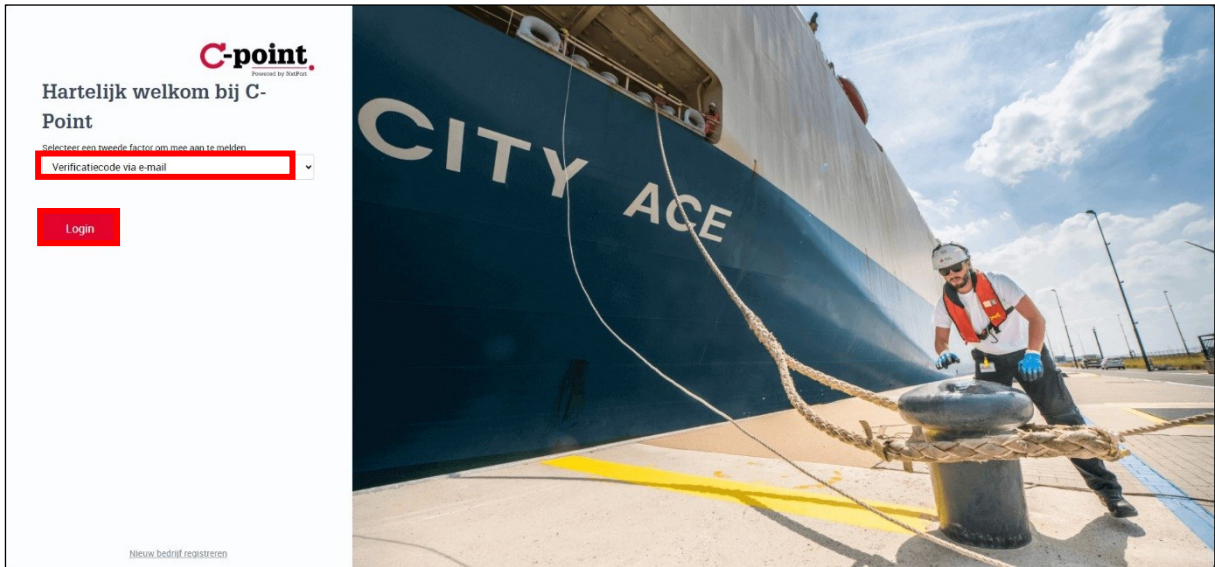


- The page opens;

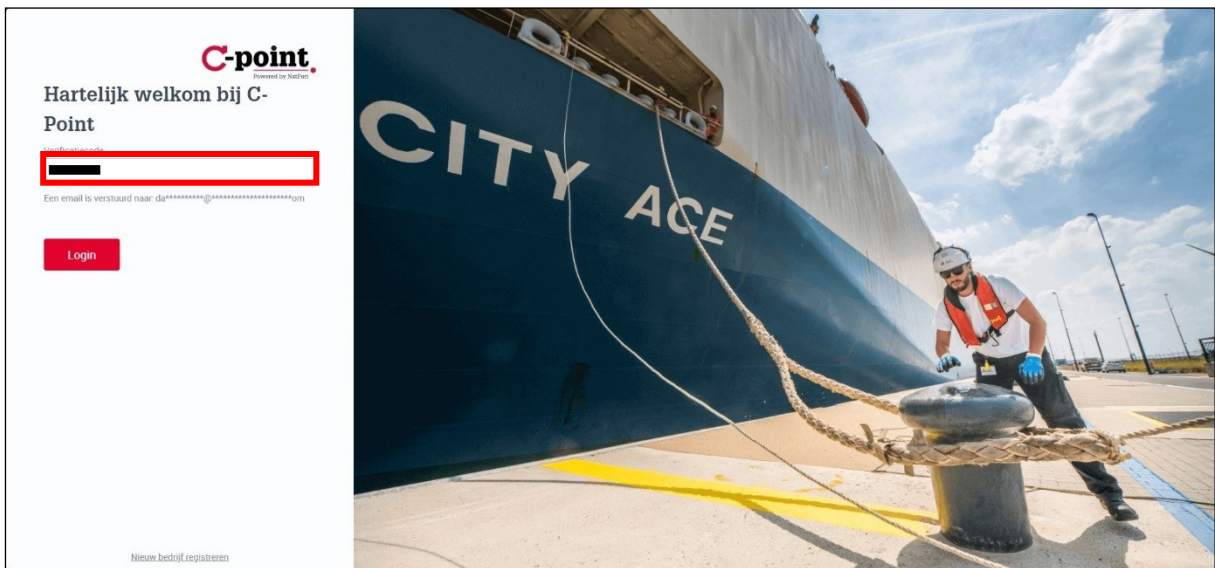
- ❑ Enter your user name (in most cases: **the first letter of your first name followed by your last name (max number of characters: 10)**) and your password;
- ❑ Click on **Login**;



- Select **Verification code via e-mail**;
- Click on **Login**;



- Enter the code you received via email;
- Click on **Login**;

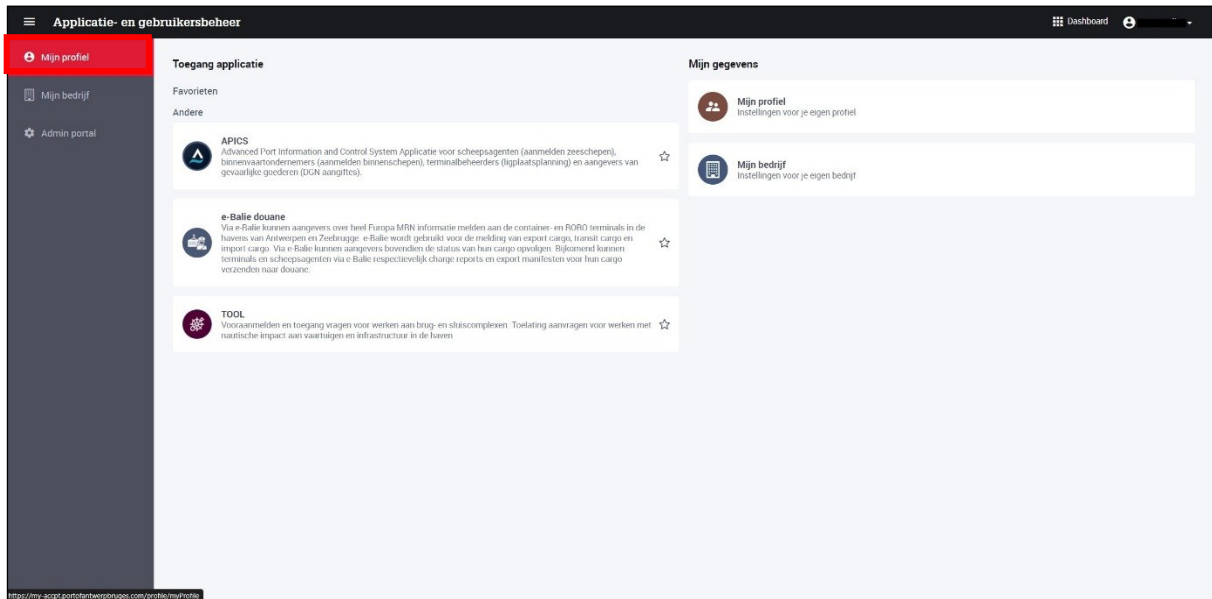


- You are logged in.

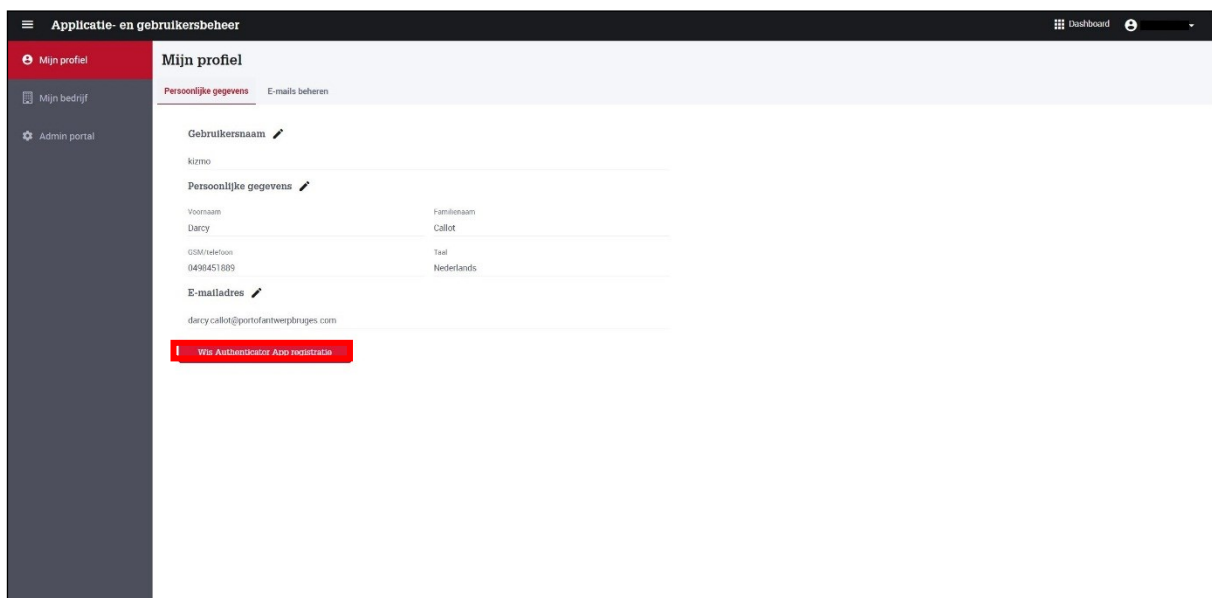
5 Deleting the authentication app

If you change your mobile phone or want to use a different app, you can delete the data from the authenticator app yourself:

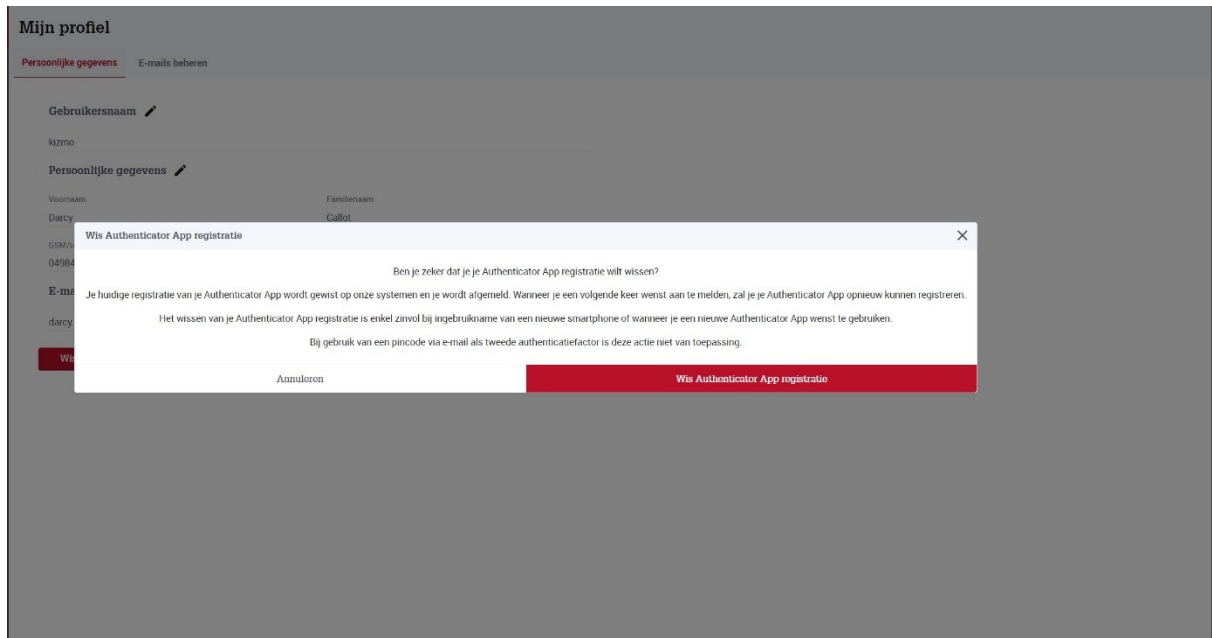
- In your C-point profile, got to My Profile;



- Click on **Delete Authenticator App registration**;



- Click on **Delete Authenticator App registration**;



6 Forgotten password

If you have forgotten your password, you will not be able to log in to your profile.

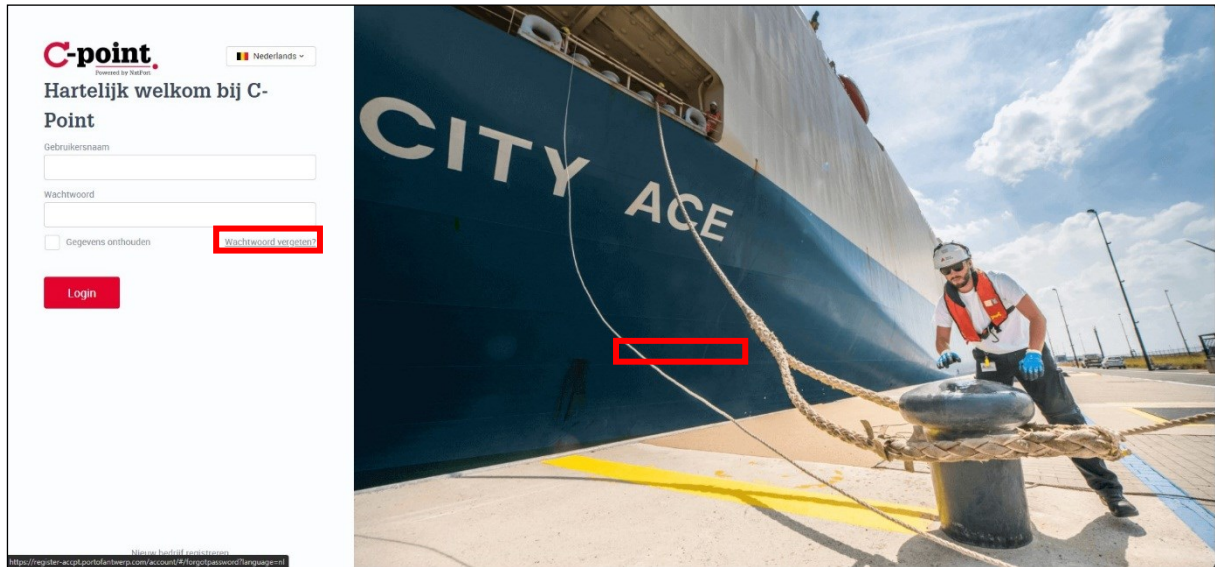
- At the bottom of your taskbar, click on **Microsoft Edge**, to open it;



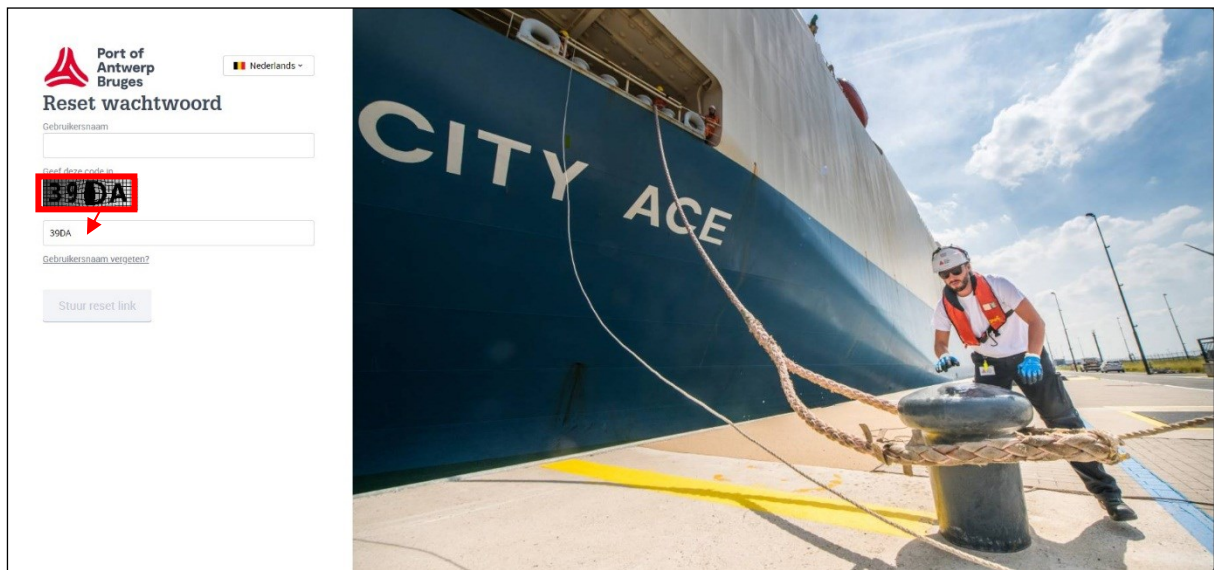
- Enter the following web address: [Port of Antwerp \(c-point.be\)](https://c-point.be)
- Click on **Login**;



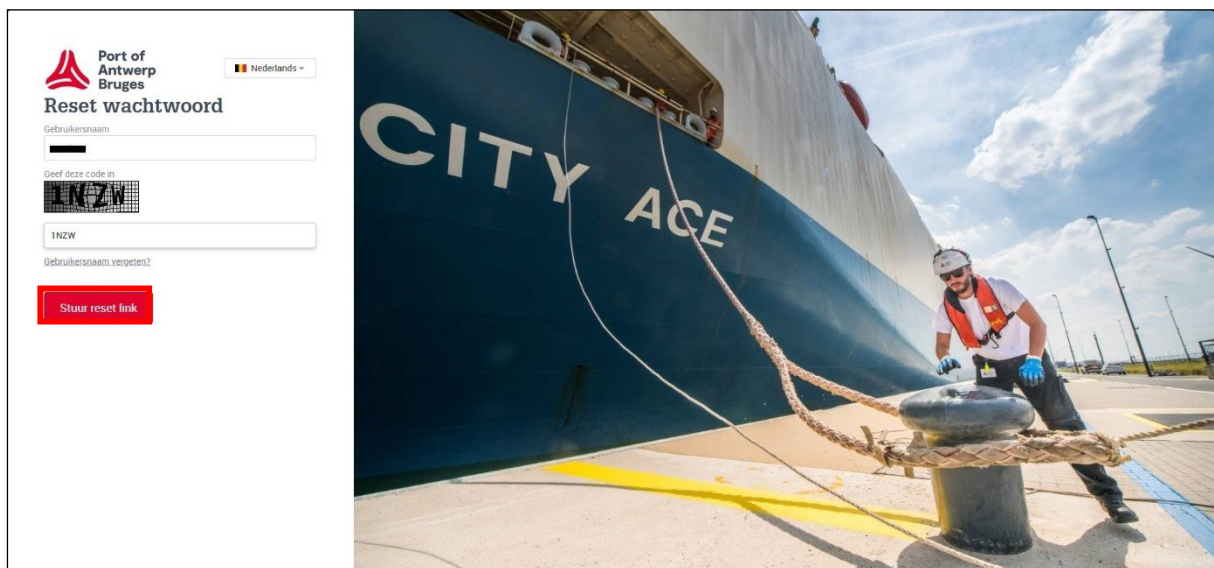
- The page opens;
- Click on **Forgotten password**;



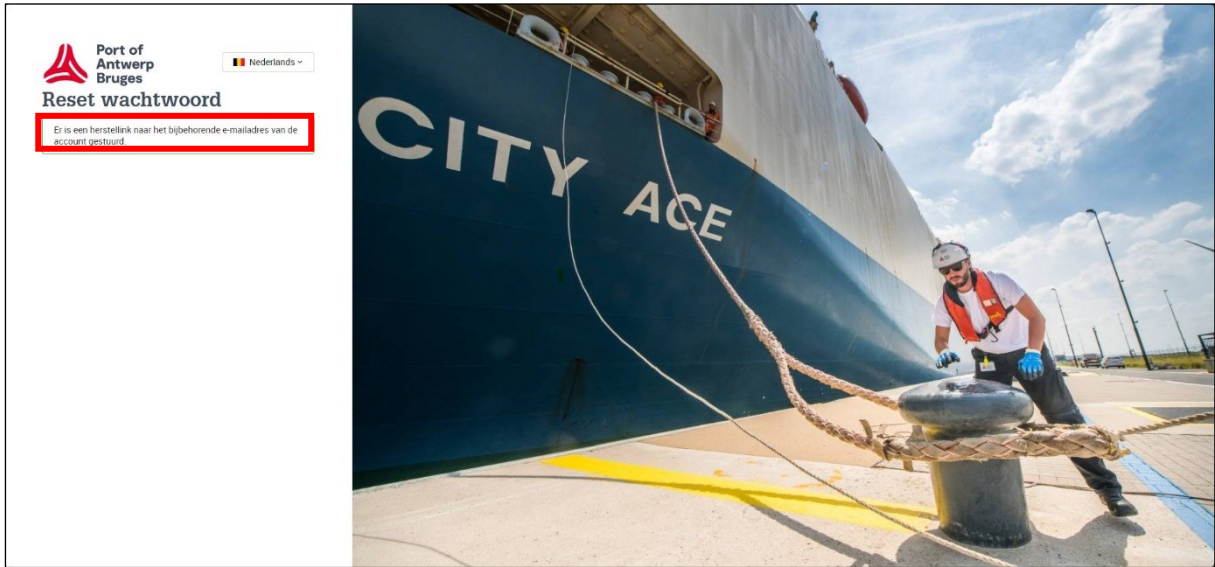
- Enter your user name;
- Enter the indicated code;



- Click on **Send reset link**;



- You will get confirmation that a reset link was sent to the linked mail account;



7 Communication

If you have any further questions, contact C-point: <https://www.c-point.be/nl/contact>