


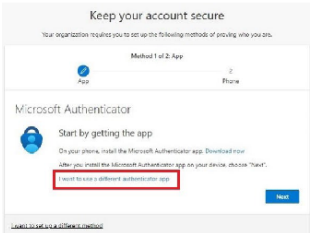
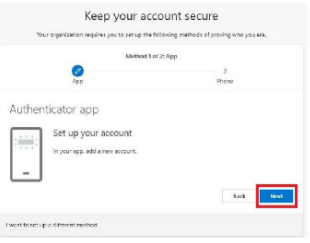
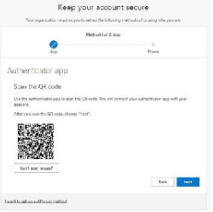


# Cadet365 onboarding guide with a PC without a second device for authentication

1	<p><b>Enable profile and syncing in your browser.</b></p> <ul style="list-style-type: none"> <li>If you are going to sign-in on one device only, you do not need to sync your browser, you can just create a profile. For help on how to enable profile sync click:</li> <li><a href="https://bit.ly/444jlz4">https://bit.ly/444jlz4</a></li> <li><a href="https://bit.ly/3Jnnyv8">https://bit.ly/3Jnnyv8</a></li> </ul>
2	<p><b>Add the Authenticator extension to your browser.</b></p> <ul style="list-style-type: none"> <li>In Chrome, go to <a href="https://chrome.google.com/webstore">https://chrome.google.com/webstore</a>, install the 'Authenticator' extension and add it to the browser following the installation steps. When complete, click the extension icon (puzzle piece) to add the extension to your toolbar. The extension will be displayed as a small QR code.</li> </ul>  <ul style="list-style-type: none"> <li>In Edge, go to <a href="https://bit.ly/43Tv4GE">https://bit.ly/43Tv4GE</a> and install Authenticator: 2FA Client following the installation steps. When complete, click the ellipse (...) to show the extension in your toolbar. The Authenticator icon will be displayed as a small QR code icon in your toolbar.</li> </ul> 
3	<p><b>Login to Cadet 365.</b></p> <ul style="list-style-type: none"> <li>Once the Authenticator is installed, login to Cadet365 by typing "office.com" in your browser's navigation bar. Enter your Cadet365 username (<a href="mailto:username@cdt.cadets.gc.ca">username@cdt.cadets.gc.ca</a>), password and click "Sign in".</li> </ul>
4	<ul style="list-style-type: none"> <li>The screen will display "More information required." Click "Next"</li> </ul>  <ul style="list-style-type: none"> <li>Under "Keep your account secure", click "I want to use a different authenticator app."</li> </ul> 
5	<ul style="list-style-type: none"> <li>The screen will display "Authenticator app". Click "Next"</li> </ul>  <ul style="list-style-type: none"> <li>The window will display Scan the QR code. If unable to scan, click the button below the code and follow the on-screen prompts for manual entry.</li> </ul> 
6	<ul style="list-style-type: none"> <li>If this is your first-time logging in, you will be required to change your password and read/accept the CJCR (Cadets and Junior Canadian Rangers) Terms of Use. The Cadet365 platform will load, and you are successfully onboarded!</li> </ul>