

# Getting Started with My Downer Apps (Mobile-PC)

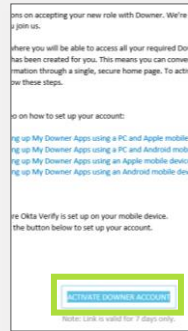
**i** Mobile screens captured in this QRG are based on an Apple device. Process variations for Android devices are noted.

This guide will help you get started with My Downer Apps. Using Okta Verify, My Downer Apps provides a secure way for employees without Downer Technology to access HRCore and Downer Learning. Okta Verify is an authentication app used to prove your identity.

- 1** Install Okta Verify on your mobile device
- 2** Go to your *Welcome to My Downer Apps* email
- 3** Set up a password
- 4** Set up Okta Verify

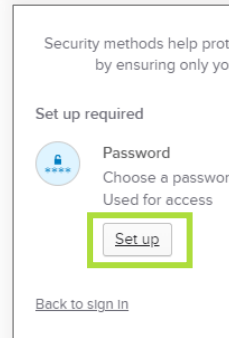


To get started with My Downer Apps, install the **Okta Verify** app using your mobile app store.

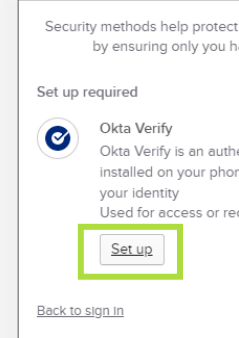


From your PC, go to your mail app, locate your **Welcome** email, then click **Activate Downer Account**.

*Hint: This email includes links to quick reference videos on how to set up My Downer Apps.*



Click **Set up**. Enter, then re-enter that password. Click **Next**.

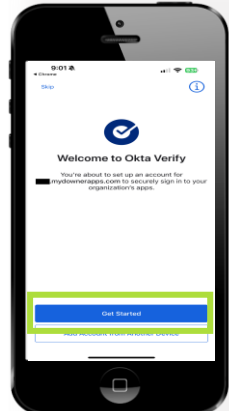


Click **Set up**.

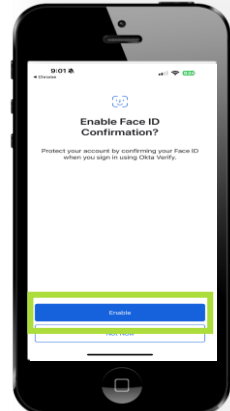
- 5** Use your mobile device to scan the QR code
- 6** Get started with Okta Verify
- 7** Enable Face ID confirmation?
- 8** Set as default Okta FastPass account?



Using the camera on your mobile device, scan the QR code.



The **Welcome to Okta Verify** page displays. Tap **Get Started**.



Ensure you are looking at your screen. Tap **Enable**. *Note: If you don't want to activate face ID, tap **Not Now**.*


**i** Android device / Screen is called Biometric.



Tap **Skip**.

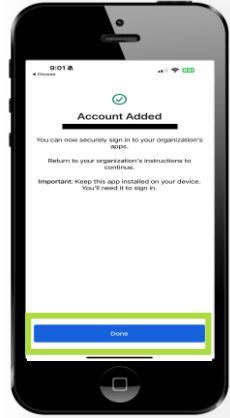
**i** Android device / Step not required.

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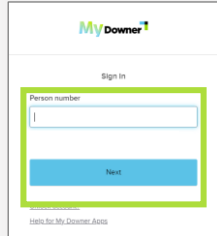
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## 9 Account is now added!



Tap **Done**.

## 10 From My Downer Apps, enter your person number

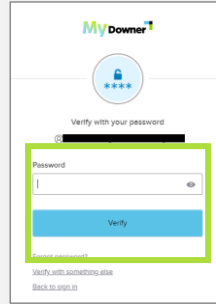


From your PC, go to My Downer Apps at <https://home.mydownerapps.com/>

Enter your person number.

Click **Next**.

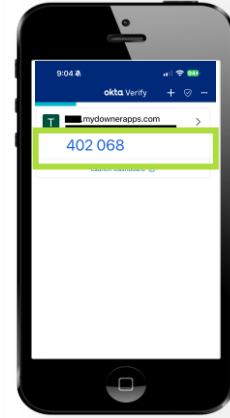
## 11 Enter your password



Enter your password.

Click **Verify**.

## 12 From Okta Verify, get your One-Time Password (OTP)

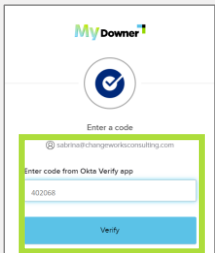


From your mobile device, return to your **Okta Verify** app.

Tap .

Take note of the six-digit code that displays.

## 13 Enter your OTP in My Downer Apps

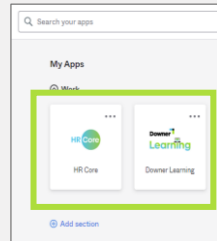


From your PC, go to the **My Downer Apps** page.

Enter your one-time password.

Click **Verify**.

## 14 Access HRCore & Downer Learning via My Downer Apps



From the **My Downer Apps** page, select an app to get started.

## ? Need help?

1 Visit <https://www.downergroup.com/supportmydownerapps> for guides and videos on My Downer Apps and HRCore.

2 Can't find what you're looking for? Ask your direct manager.