

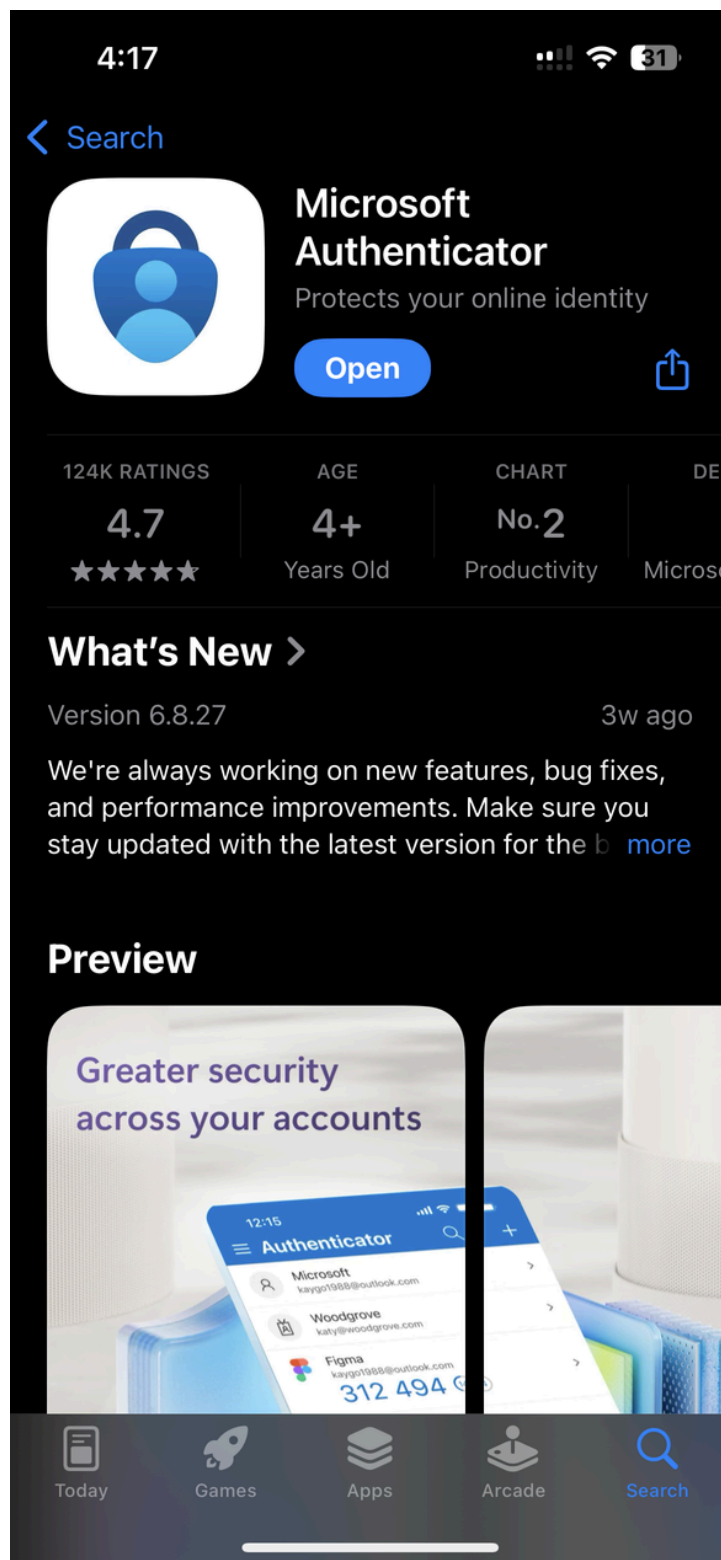
Solicitor Guide to 2-Factor Authentication | Quantum Cloud

Installing the Authenticator App

Quantum Cloud is protected with 2-factor authentication. The guide below shows how to download and install the 2-factor authentication app Microsoft Authenticator.

Microsoft Authenticator is straightforward and free to use. It can be installed through Google Play (Android users) or the App Store (Apple users).

Kindly be aware that there are certain applications that mimic the appearance of the Microsoft Authenticator app. Please be careful and only install the official Microsoft Authenticator app onto your mobile device.

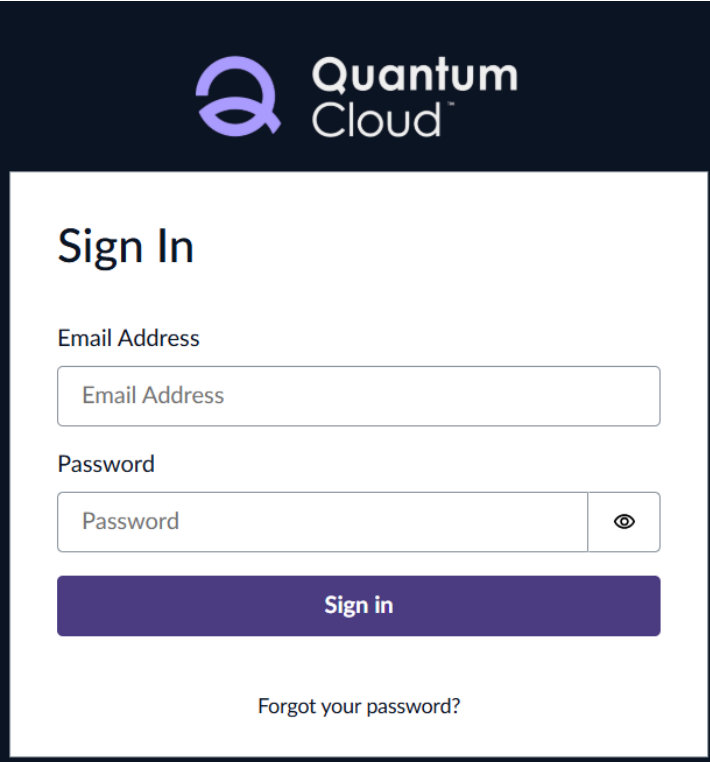


Logging on to Quantum Cloud

Once you have been added as Quantum user, a link will be emailed to you, inviting you to create an account. Click on the link and enter the username and password provided in the email.

This email is your invitation to access Quantum Family Forms. Your username is frjeditor@classlegal.com and your temporary password is mq5wgzhq Please logon to your account at quantum.classlegal.com and change your password to one you will remember.

Click on the link to quantum.classlegal.com and enter the username and password provided in the email.


The image shows a 'Sign In' form for Quantum Cloud. At the top, there is a dark blue header with the Quantum Cloud logo (a stylized 'Q' in a circle) and the text 'Quantum Cloud™'. Below the header, the title 'Sign In' is displayed in a large, bold, black font. Underneath the title, there are two input fields: 'Email Address' and 'Password'. The 'Email Address' field is a simple text box. The 'Password' field is a text box with a toggle icon (an eye) to its right. Below these fields is a large, dark blue button with the text 'Sign in' in white. At the bottom of the form, there is a link that says 'Forgot your password?' in a smaller, dark blue font.

Quantum Cloud™

Sign In

Email Address

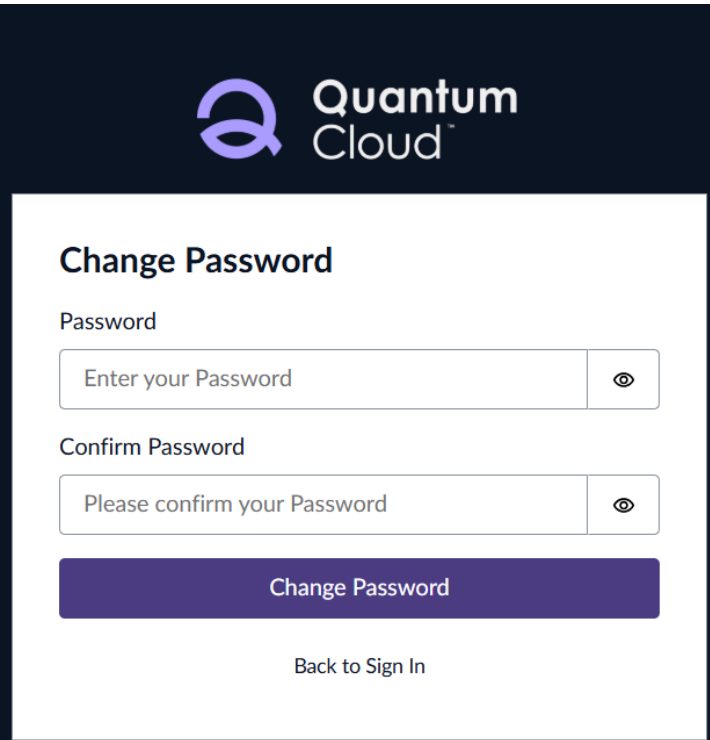
Password

Sign in

[Forgot your password?](#)


You will then be prompted to change your password.

The image shows a 'Change Password' form for Quantum Cloud. At the top, there is a dark blue header with the Quantum Cloud logo (a stylized 'Q' in a circle) and the text 'Quantum Cloud™'. Below the header, the title 'Change Password' is displayed in a large, bold, black font. Underneath the title, there are two input fields: 'Password' and 'Confirm Password'. The 'Password' field is a text box with the placeholder text 'Enter your Password' and a toggle icon (an eye) to its right. The 'Confirm Password' field is a text box with the placeholder text 'Please confirm your Password' and a toggle icon (an eye) to its right. Below these fields is a large, dark blue button with the text 'Change Password' in white. At the bottom of the form, there is a link that says 'Back to Sign In' in a smaller, dark blue font.


Quantum Cloud™

Change Password

Password

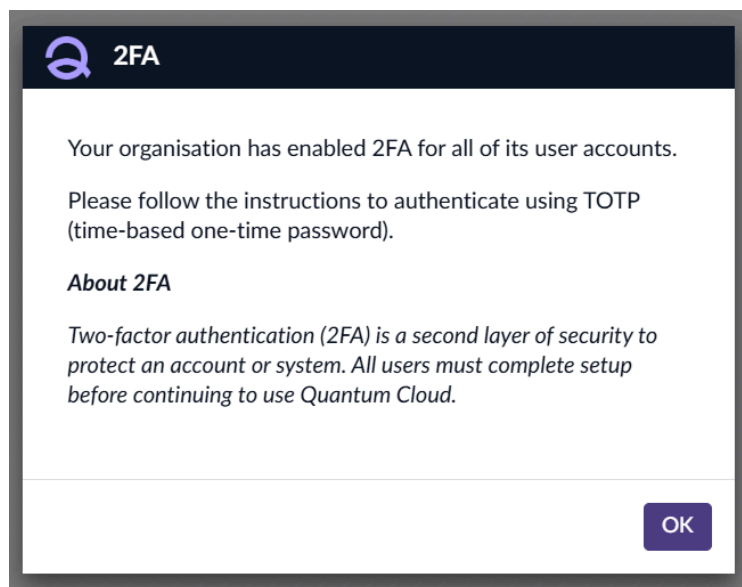
Confirm Password

Change Password

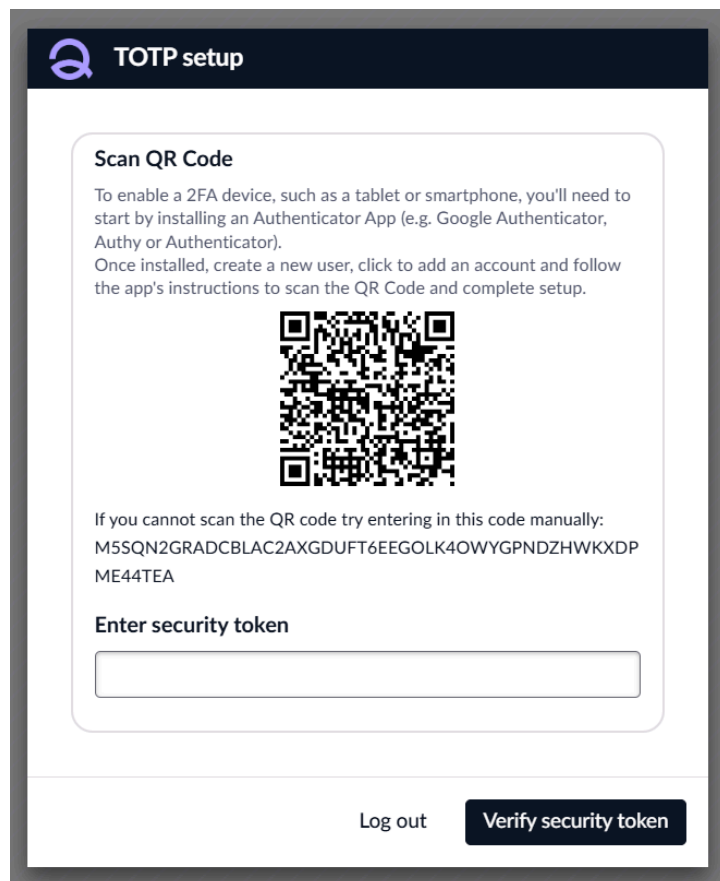
[Back to Sign In](#)

Next, you will be asked to set up 2-factor authentication.



Setting up the 2-Factor Authentication

When you click 'OK' a QR code will appear on the screen.



Open the Microsoft Authenticator app that you have downloaded to your mobile device.

4:58

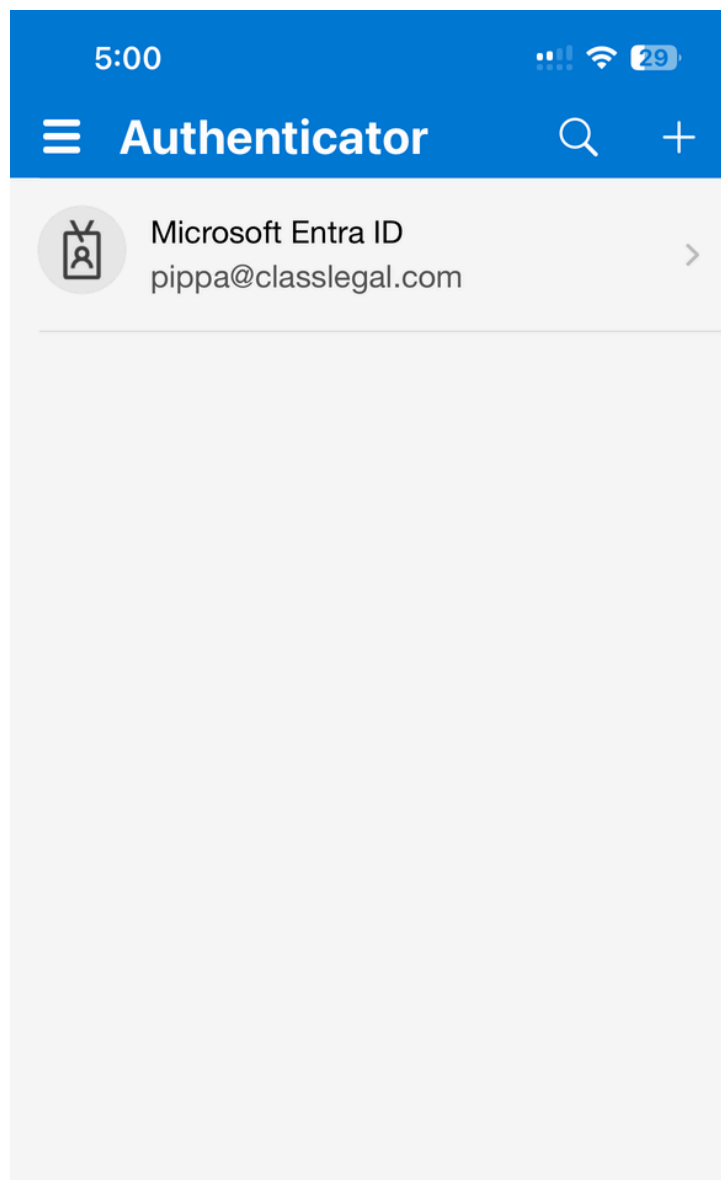
29



Authenticator

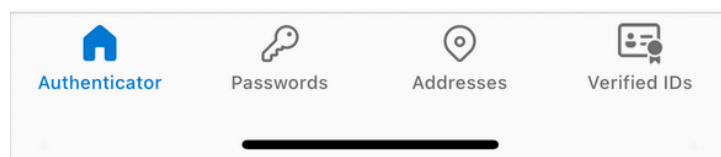
Search



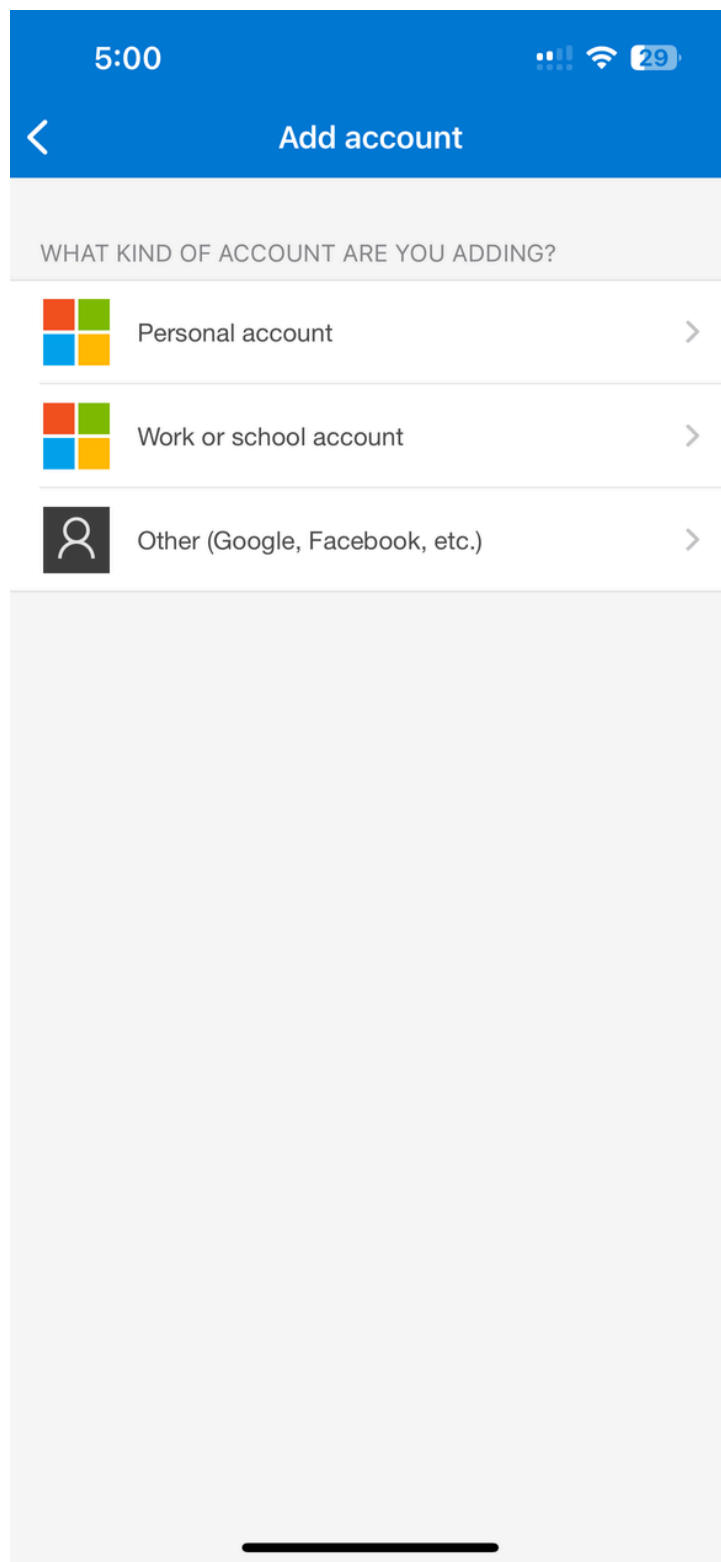


Already have a backup?
Restore your account.

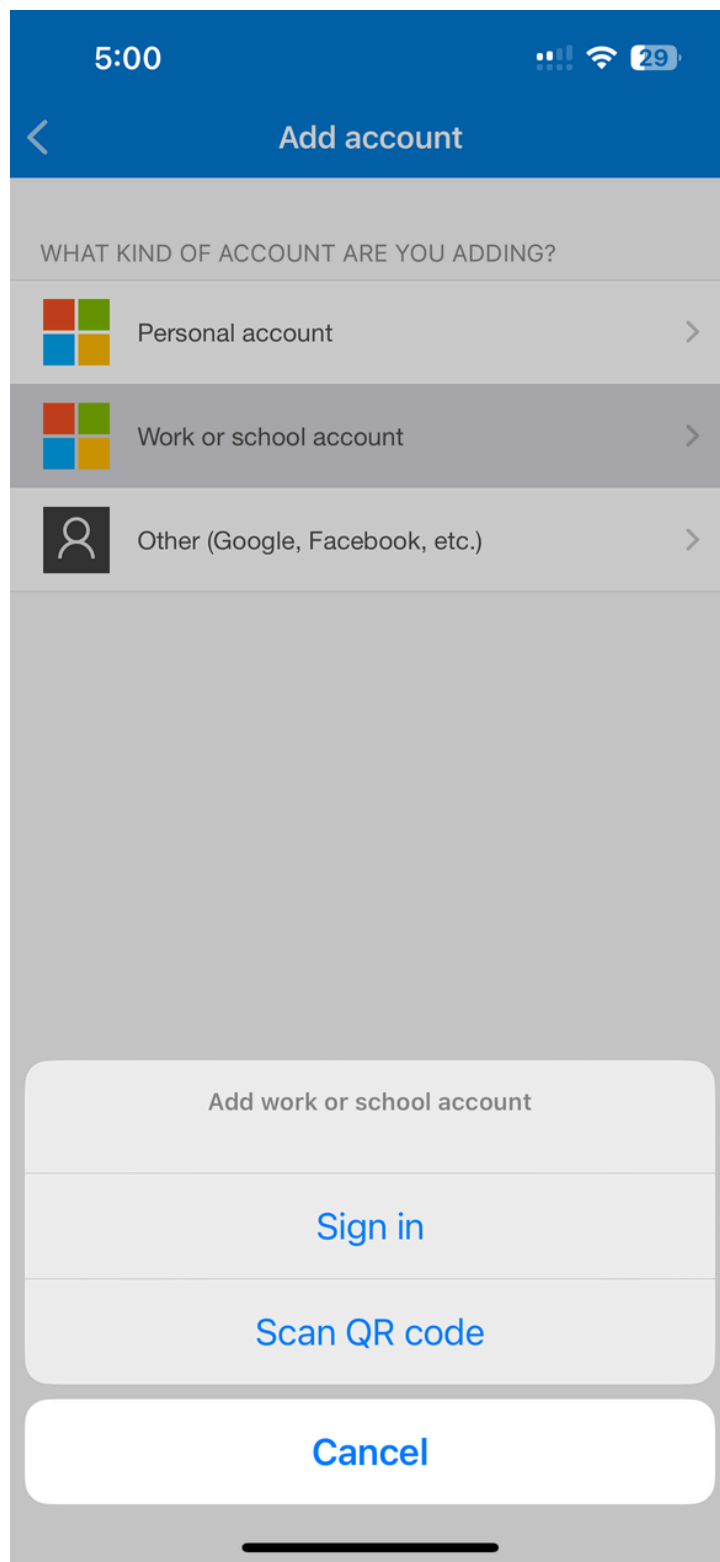
Begin recovery



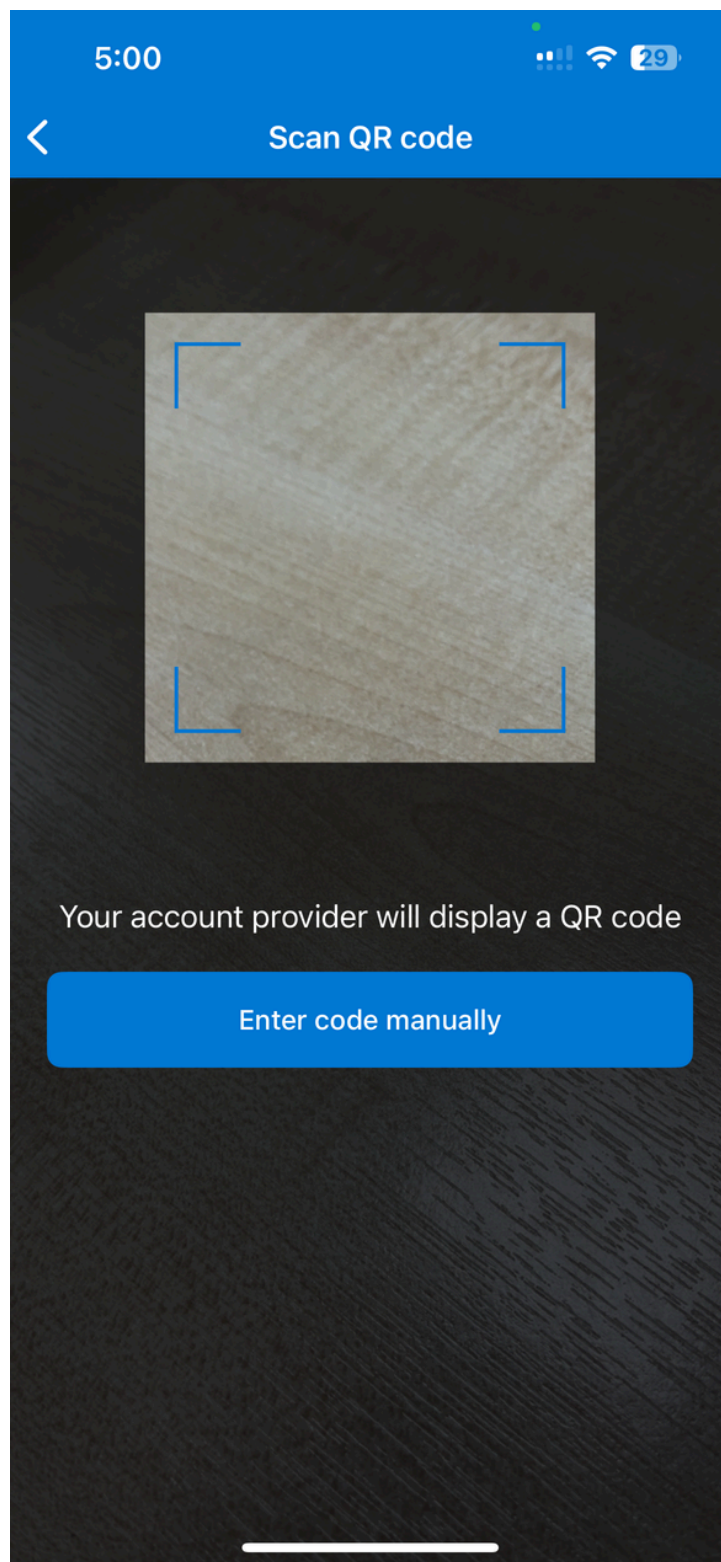
Tap the 'plus symbol' at the top of the Microsoft Authenticator screen.



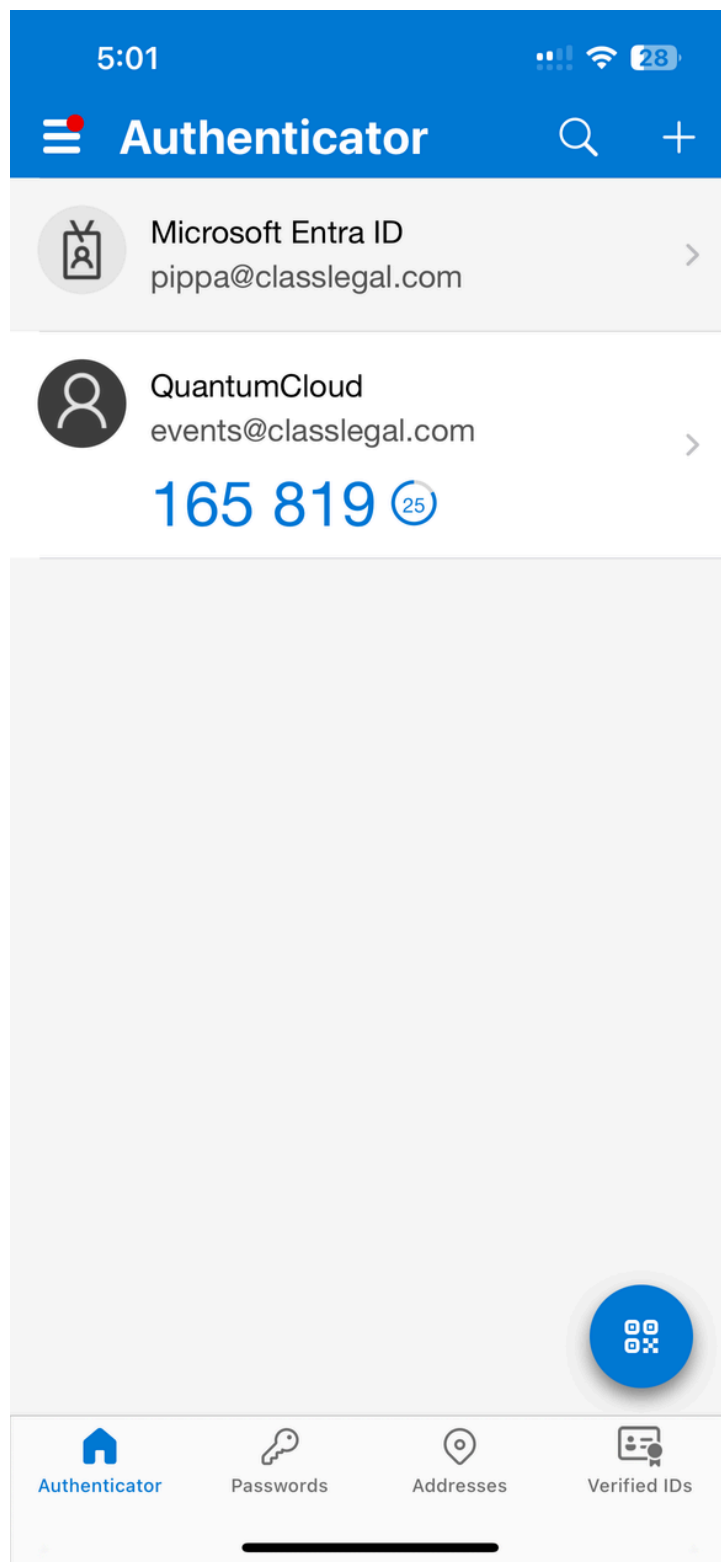
Select 'Work or school account'.



Click on the 'Scan QR Code' button at the bottom of your screen. This will open your camera, point the camera at the QR code to scan it.




A Quantum Cloud account will be created, with a 6 digit code underneath and a timer next to it.




Enter the 6 digit code, without any spaces, into the 'Enter security token' box on your Quantum screen and click 'Verify security token'.

Please note, the code will change every 30 seconds as indicated by the timer, please ensure you input the code within the 30 second time frame.

 **TOTP setup**

Scan QR Code

To enable a 2FA device, such as a tablet or smartphone, you'll need to start by installing an Authenticator App (e.g. Google Authenticator, Authy or Authenticator).
Once installed, create a new user, click to add an account and follow the app's instructions to scan the QR Code and complete setup.




If you cannot scan the QR code try entering in this code manually:
M5SQN2GRADCBAC2AXGDUFT6EEGOLK4OWYGPNDZHWKXDP
ME44TEA

Enter security token

[Log out](#) [Verify security token](#)

You will now be successfully logged in to your Quantum Cloud account.

 **TOTP setup**

Your TOTP authentication has been verified.

You will now be asked for a verification code every time you sign in.

[Close](#)

In future, each time you need to login to Quantum Cloud, you need to open the authenticator app and enter the code in to the login screen when prompted.

If you have any questions or need support please email us at info@classlegal.com or call us on 01652 652222. We are open from 9am-5.30pm, Monday to Friday.