

**BULLETIN**

MAKE / MODEL:

**All**

YEAR:

**All**

ENGINE CODE:

**All**

SUBJECT / SYMPTOM / TROUBLE CODE:

**TEXA - myTEXA Creation of multiple users to 2-factor login**

SOLUTION:

**Workshop manager:****The workshop manager must log in to the website with his own myTEXA ID and code.**[www.mytexa.com](http://www.mytexa.com)

myTEXA

myTEXA

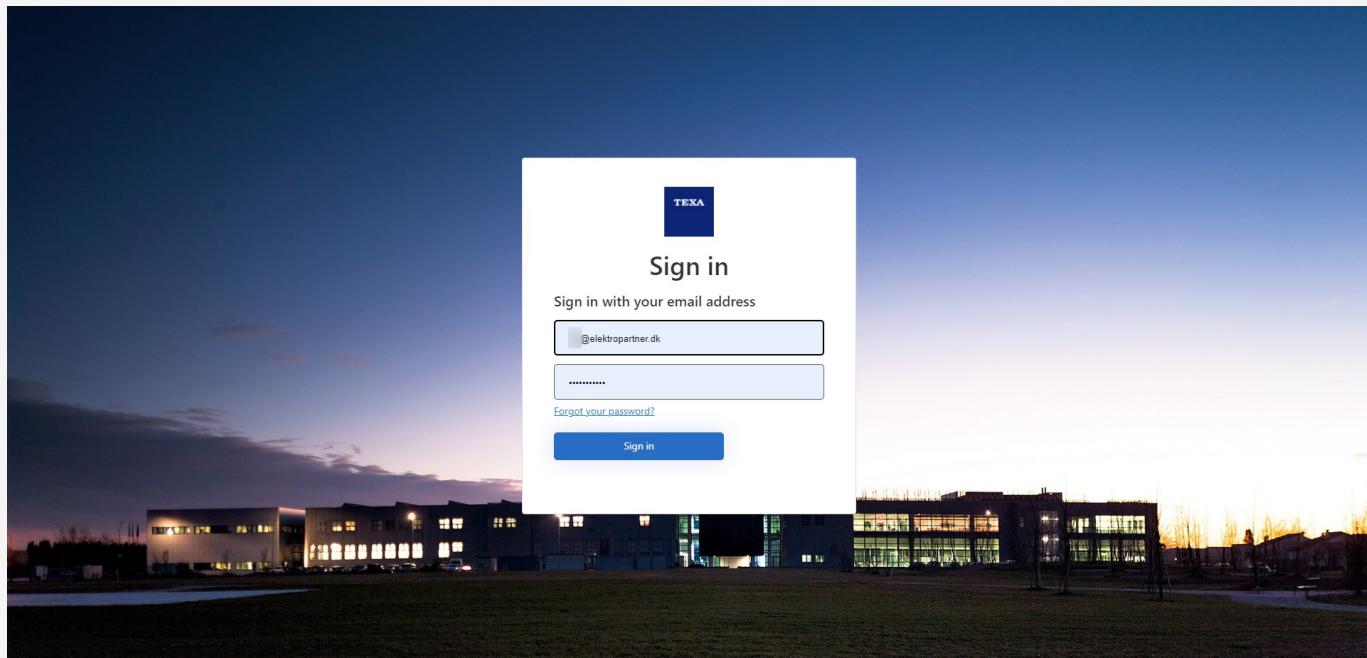
Language Login

**Login**

Registering is quick and easy and gives you access to everything that regards the world of "TEXA".

ENTER HELP

Privacy Retrieve Password Sign up Recover e-mail



# ELEKTRO PARTNER

## BULLETIN

SOLUTION CONTINUED:

**Press "Click here to access" (arrow).**

myTEXA

MY EQUIPMENT TEXA APP DOWNLOAD MANAGER PROFILE MANAGEMENT SGW MANAGEMENT

New profile page: here you can edit and confirm your personal data and workshop data Click here to access

PURCHASED EQUIPMENT

Serial number: TNS NanoDiag for PC	Serial number: DN NAVIGATOR NANO S
Activation date: 23/01/2015	Activation date: 15/11/2022
<a href="#">EQUIPMENT DETAIL</a>	

**Select "Profile management" (arrow).**

myTEXA

Language Logout

PROFILE MANAGEMENT WORKSHOP

Profile completion

- ✓ Personal profile >
- ✓ Company profile >
- ✓ Company profile validation >

Change password Disassociate user MFA reset

Personal profile

First name Your identity has been confirmed!

Last name

E-mail

Date of birth

Go to next step >

**Press:**

1. Invite employee
2. Enter the employee's email
3. Press submit

Employee profiles

+ invite employee Invitation history 1 Update

Last name	First name	E-mail	Entry date

Invite employee

E-mail

Send Cancel

**BULLETIN**

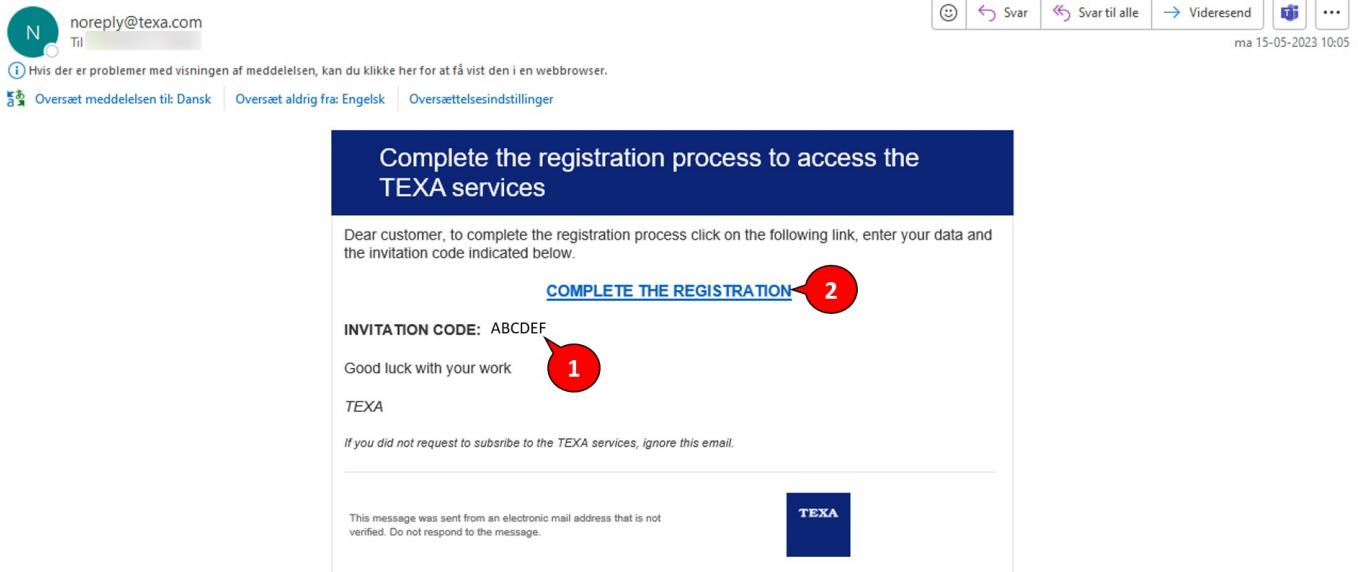
SOLUTION CONTINUED:

**Employee:**

**The employee who needs to have the option of 2-factor authentication will now receive an email with an invitation code.**

- 1. Make a note of the invitation code**
- 2. Press "complete the registration"**

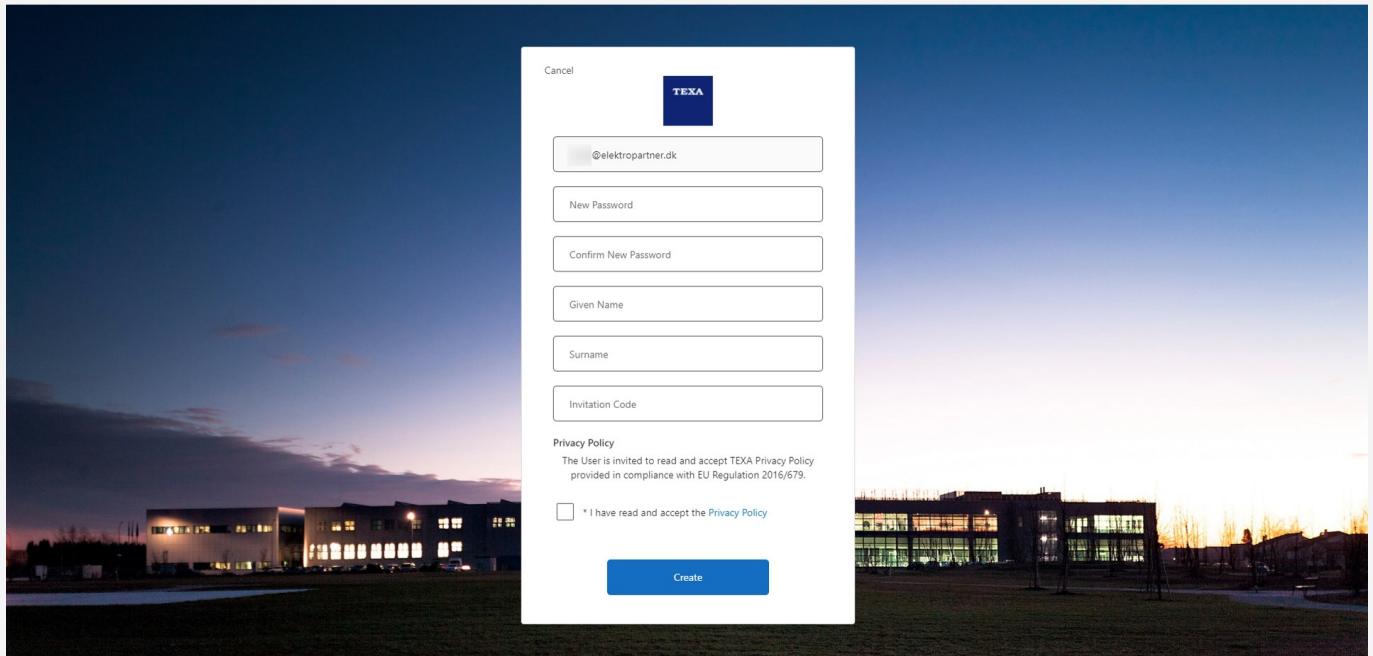
TEXA - Invitation code



**Fill in the form and enter an optional code (must contain capital and small letters as well as 1 special character).**

**We recommend to use a code that can easily be remembered, as the same code must be used each time the 2-factor authentication is to be implemented in the future.**

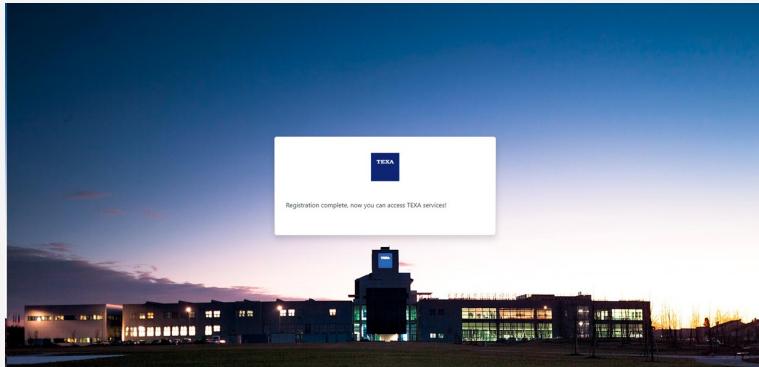
**Enter the invitation code from the email in the lower space.**



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SOLUTION CONTINUED:

**The registration of an additional user is now complete.**



**The user must now complete a Security clearance/validation.  
The Workshop manager must return to "Profile management".  
Press the below space "Request available".**

myTEXA

Language ▾ Logout

PROFILE MANAGEMENT WORKSHOP

New profile page: here you can edit and confirm your personal data and workshop data! [Click here to access](#)

Employee profiles

+ Invite employee    Invitation history    Update

Last name	First name	E-mail	Entry date	Identity check status
[REDACTED]	[REDACTED]	[REDACTED]	15/05/2023, 13:52	Request available

< 1 >

**Press "Invite to the identity check".  
Then press Yes.**

myTEXA

Language ▾ Logout

PROFILE MANAGEMENT WORKSHOP

New profile page: here you can edit and confirm your personal data and workshop data! [Click here to access](#)

Employee profiles

+ Invite employee    Invitation history    Update

Last name	First name	E-mail	Entry date	Identity check status
[REDACTED]	[REDACTED]	[REDACTED]	15/05/2023, 13:52	Request available

< 1 >

**Employee details**  
 Last name  
 First name  
 E-mail  
 Identity check status  
 Request available

→

**Employee details**  
 Last name  
 Confirm  
 Are you sure you want to invite the employee [REDACTED] to start the identity check process?  
 Yes    No  
 Invite to the identity check    MFA reset    Delete

**BULLETIN**

SOLUTION CONTINUED:

**The employee should now open his/her email and press the below link:  
Then follow the guide on the website, which includes, among other things, scanning of QR code via smartphone.  
The procedure can be seen in bulletin No. 9263 page 3 to 5.**

User identification completion

noreply@texa.com  
Til [REDACTED]

(i) Hvis der er problemer med visningen af meddelelsen, kan du klikke her for at få vist den i en webbrowser.

**User identification completion**

Dear user, click on the following link to complete the identity proofing process.

[COMPLETE THE OPERATION](#)

Good luck with your work!

TEXA

This message was sent from an electronic mail address that is not verified. Do not respond to the message.





Here you can see that the procedure has been marked as complete.

myTEXA

Language ▾ Logout

PROFILE MANAGEMENT WORKSHOP

New profile page: here you can edit and confirm your personal data and workshop data! [Click here to access](#)

Employee profiles

+ Invite employee  

Last name	First name	E-mail	Entry date	Identity check status
[REDACTED]	[REDACTED]	elektropartner.dk	15/05/2023, 13:52	Procedure complete

« 1 »

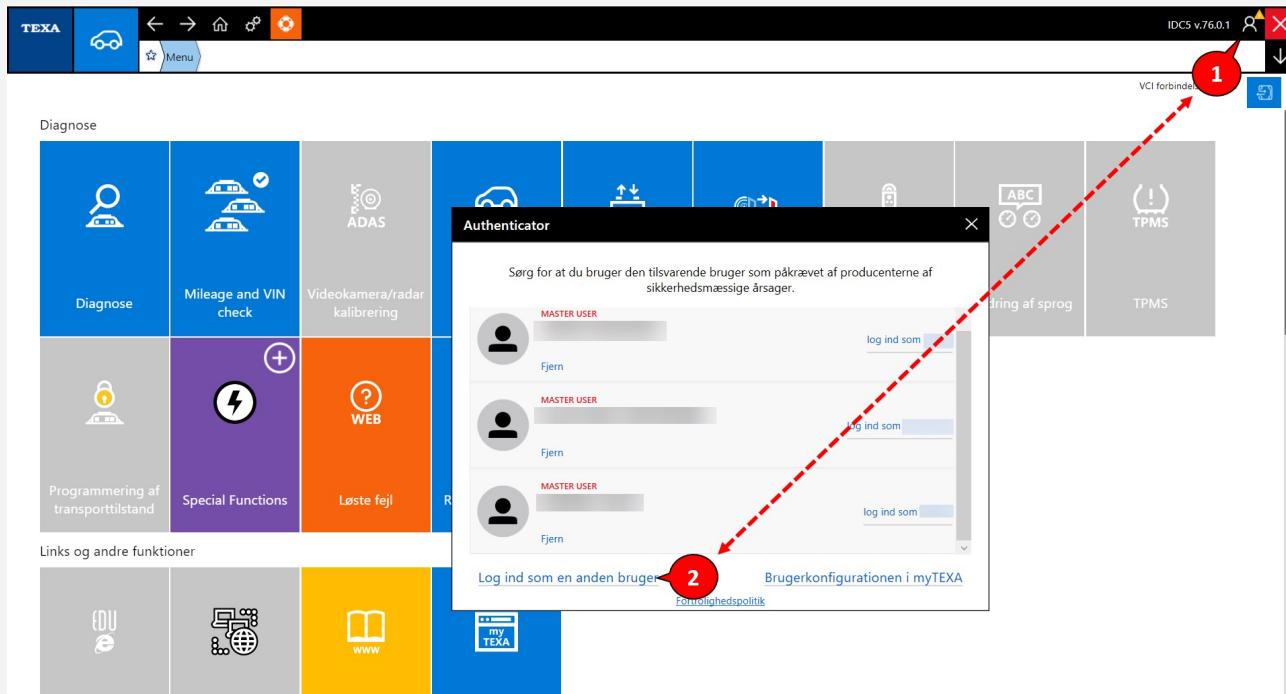
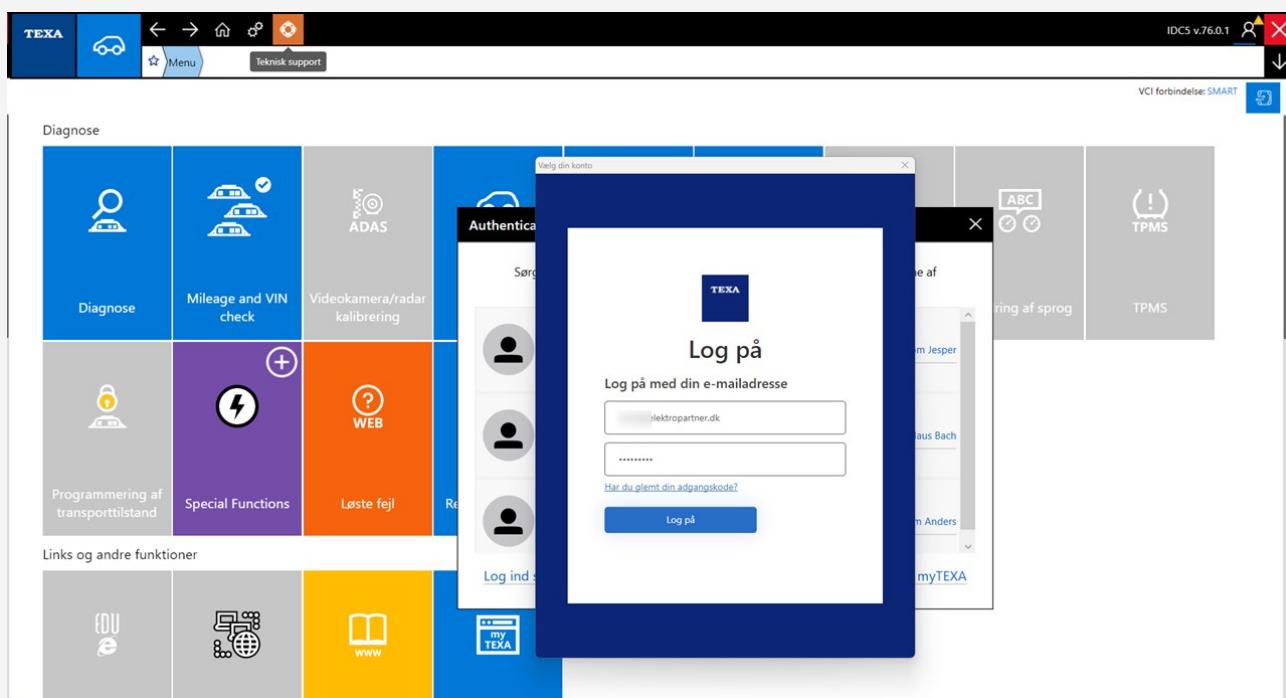


**BULLETIN**

SOLUTION CONTINUED:

**Employee:****Open TEXA diagnostic tool.**

- Tap the person in the right corner
- Log in as a different user

**Use email and password to log in.**

**BULLETIN**

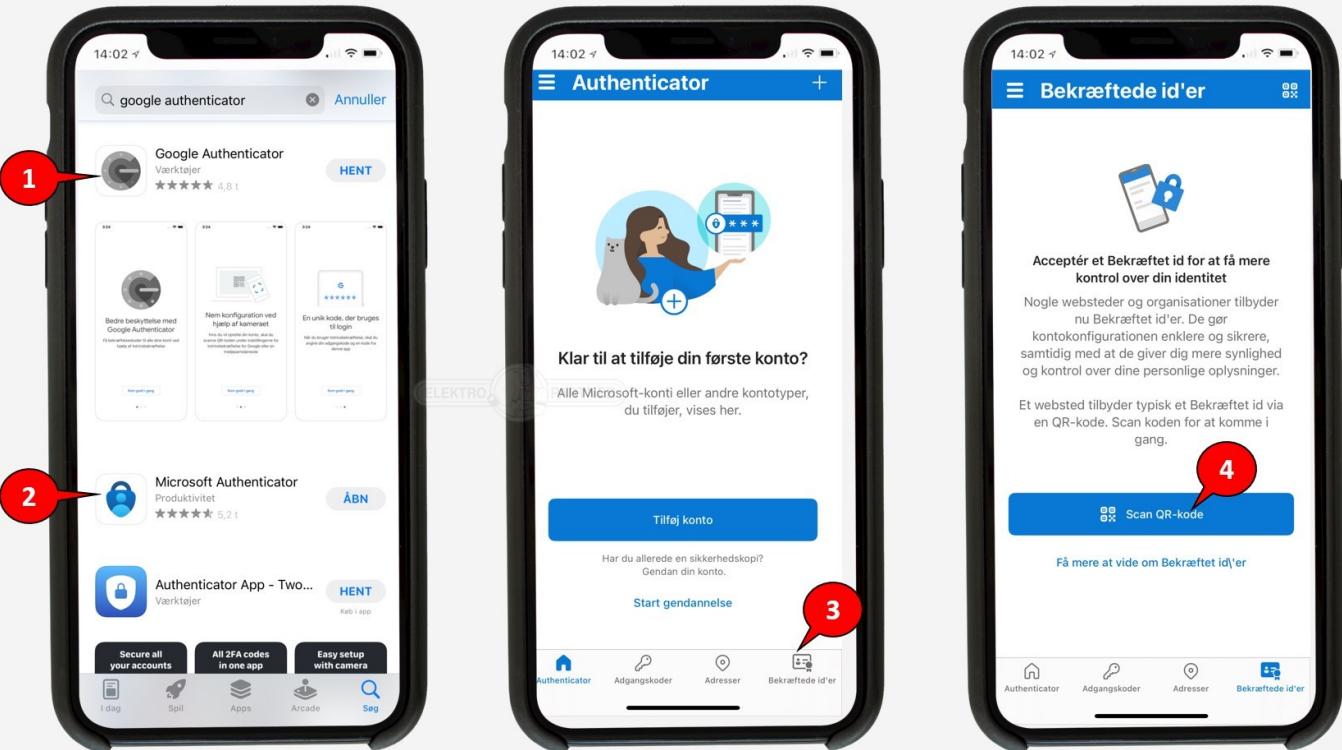
SOLUTION CONTINUED:

**Log in via 2-factor authentication on smartphone.**

If you do not already have an "Authenticator App" from either Google or Microsoft, they can be downloaded from the App store or Google store.

**This example uses the Authenticator App from Microsoft.**

1. Google Authenticator
2. Microsoft Authenticator
3. Once the application is installed on the Smartphone, one must select verified IDs
4. Press Scan QR Code

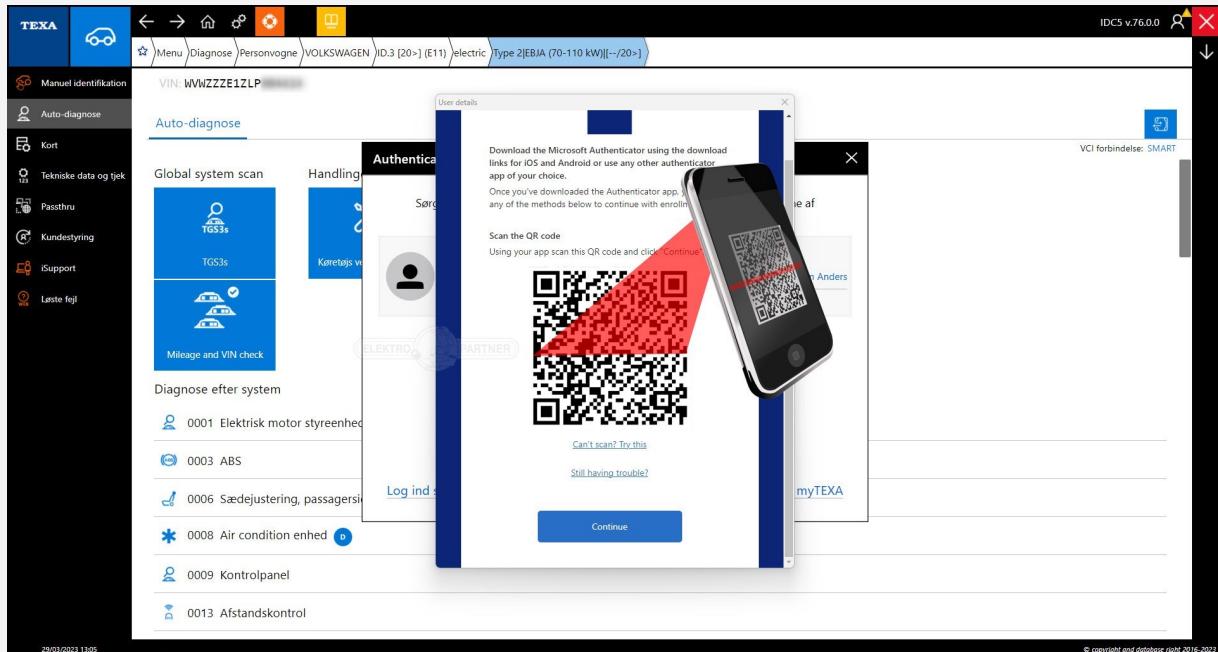


# ELEKTRO PARTNER

## BULLETIN

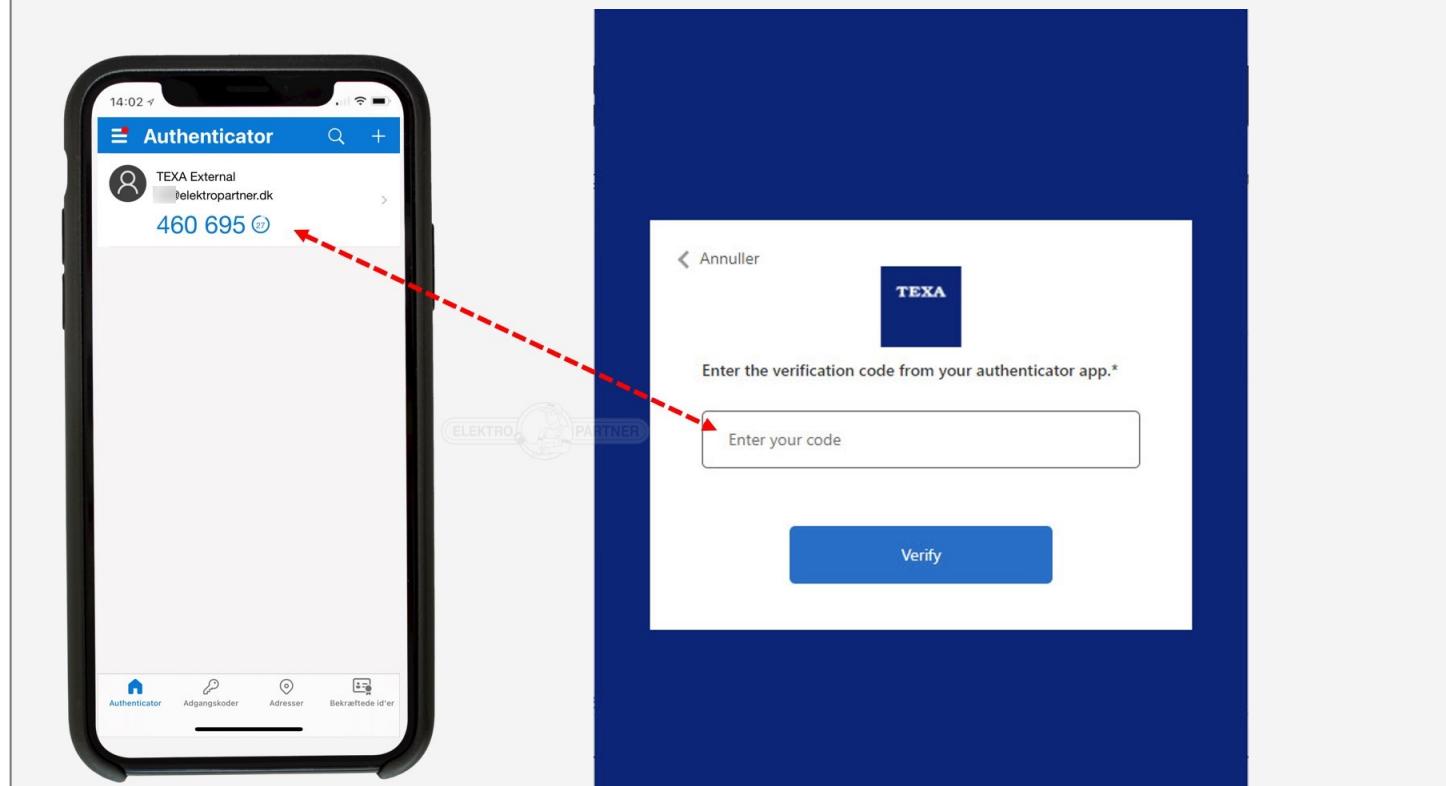
SOLUTION CONTINUED:

**The QR code is scanned from TEXA with the Authenticator App.**



**In future, the procedure below must be completed every time you log in to myTEXA on the TEXA diagnostic tool.**

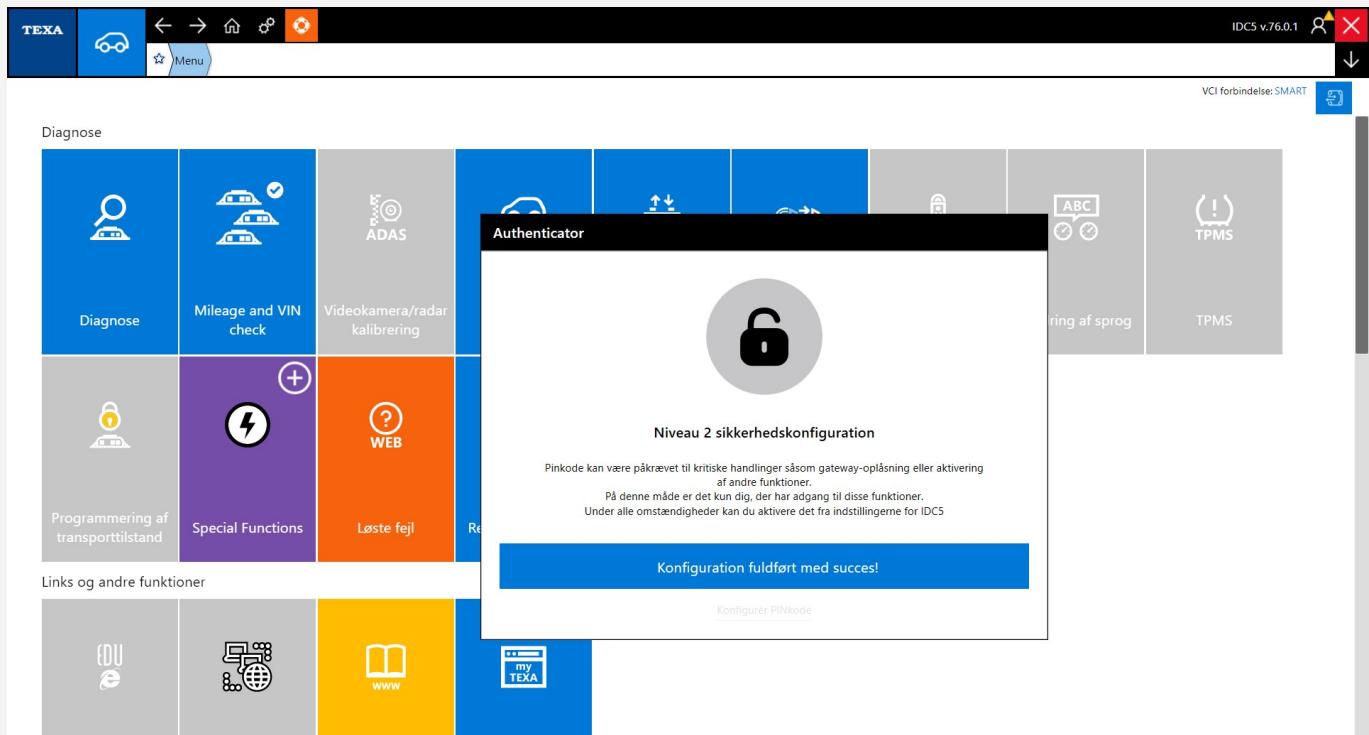
**Authenticator App will now show a rolling code that changes every 30 seconds.  
Enter the code in TEXA and then log in.**



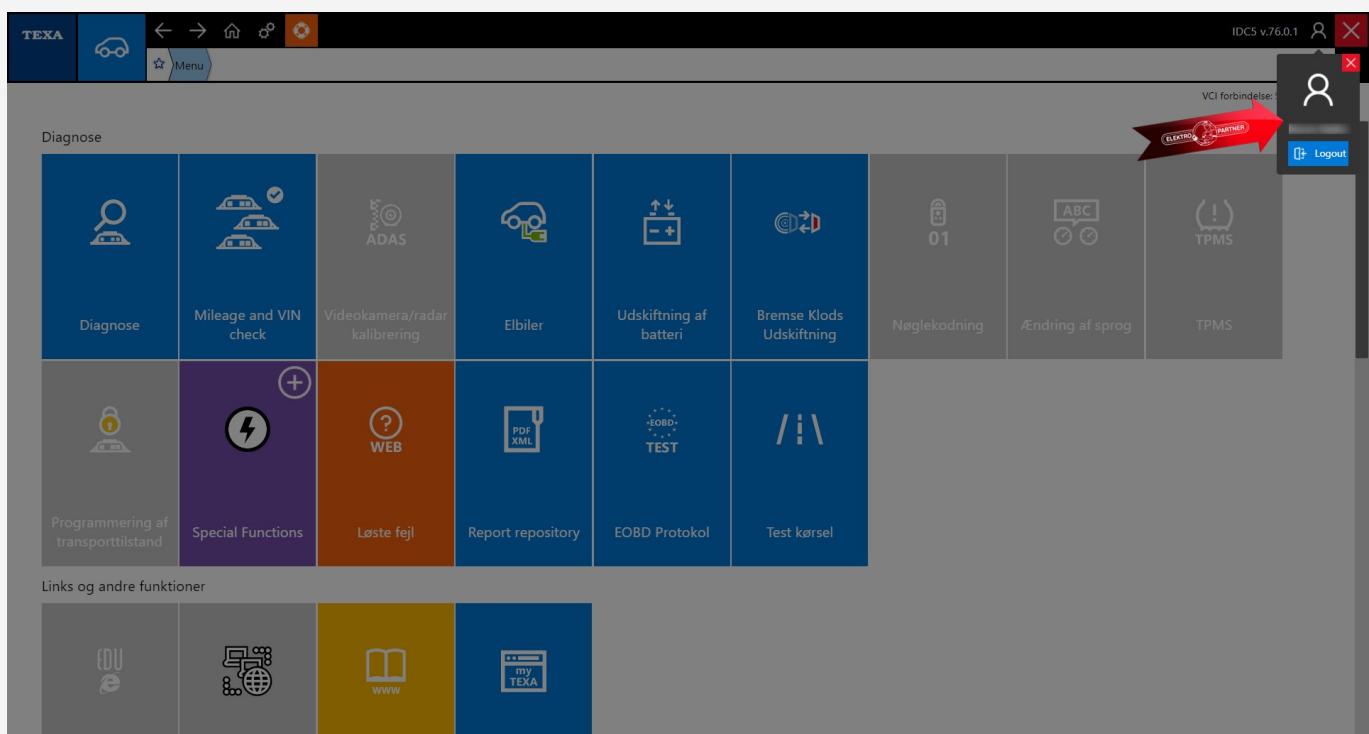
**BULLETIN**

SOLUTION CONTINUED:

**It is now confirmed that the configuration has completed successfully.**  
**Pin code may be required. This pin code must be made by the workshop manager. See bulletin No. 9263 page 12.**



You are now logged in.



See also bulletin No. 9634.