

# **Login and Access**

## How to login for the first time

Access the SMART login page at smart.singtel.com.

Step 1: Enter your username and password.

User name Password			
Password			
Login			

Step 2: Change your login password.

() System administrator requires you to change your password		
Change Password		
User name:		
nicole.tan1@singtel.com		
Current Password:		
New password:		
Confirm New Password:		
Submit		

### Set up two factor authentication (2FA)

Users can opt for one of two 2FA methods:

- 1) Email OTP for users who share a common email
- 2) Mobile App OTP for users who can pair to their mobile device

Note that once you have selected the email OTP method, you can only use email OTP.

For those on the mobile app OTP method, you can receive OTP through email or mobile app.

Email OTP method:



Step 1: Select 'Click here' hyperlink on top banner to request for an email OTP.

© No mobile device? Click here to receive a one time code via email and input it in the '6-digit code' field below. Please note that once you have chosen this method of authentication via email, you can only receive your MFA code via email for subsequent logins.					
Enable multi-factor authentication					
1. Download the Authenticator app for your mobile device	2. Open the app and scan the QR code below to pair your mobile device	3. Enter the code generated below:			
<ul> <li>Apple iTunes</li> <li>Google Play</li> <li>Windows store</li> </ul>	Or type in: 2KLQ KTB7 BHOI JSZE	6-digit code Pair device and Login			

Step 2: You will receive an email from SVC Mgmt <u>g-svcmgmt@singtel.com</u> with your OTP. The code will be valid for 10 minutes.

Dear user,

Your one time password (C	TP) is 940336. It will be valid for the next 10 minutes. Please enter this code on the portal to complete the authentication.
Thank you.	

Ref:MSG000024353585

Step 3: Enter the OTP into the 6-digit code field.



No mobile device? Click here to receive a one time code via email and input it in the '6-digit code' field below.

Please note that once you have chosen this method of authentication via email, you can only receive your MFA code via email for subsequent logins.



Step 4: Upon successful pairing, users will be brought to a navigation page on SMoD. To re-access SMART, go to <u>smart.singtel.com</u>.

### Mobile App OTP Method:

Step 1: Download the Google Authenticator app on your mobile device via one of the links provided under 'Download the Authenticator app for your mobile device'.

① No mobile device? <u>Click here</u> to receive a one time code via email and input it in the '6-digit code' field below. Please note that once you have chosen this method of authentication via email, you can only receive your MFA code via email for subsequent logins.					
Enable multi-factor authentication					
1. Download the Authenticator app for your mobile device	2. Open the app and scan the QR code below to pair your mobile device	3. Enter the code generated below:			
Apple iTunes     Google Play     Windows store		6-digit code Pair device and Login			

Step 2: Open the Google Authenticator app. Using the app, scan the QR code shown on the 2FA set-up page OR enter the setup key indicated below the QR code into the app.



No mobile device? Click here to receive a one time code via email and input it in the '6-digit code' field below.

Please note that once you have chosen this method of authentication via email, you can only receive your MFA code via email for subsequent logins.

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Step 3: Enter the OTP into the 6-digit code field.

Step 4: Select 'Pair device and Login'.

© No mobile device? <u>Click here</u> to receive a one time code via email and input it in the '6-digit code' field below. Please note that once you have chosen this method of authentication via email, you can only receive your MFA code via email for subsequent logins.					
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1. Download the Authenticator app for your mobile device	2. Open the app and scan the QR code below to pair your mobile device	3. Enter the code generated below:			
<ul> <li>Apple iTunes</li> <li>Google Play</li> <li>Windows store</li> </ul>		6-digit code Pair device and Login			
	OF type III. ZKLQ KTB/ BHOLJSZE				

Step 5: Upon successful pairing, users will be brought to a navigation page on SMoD. To re-access SMART, go to <u>smart.singtel.com</u>.