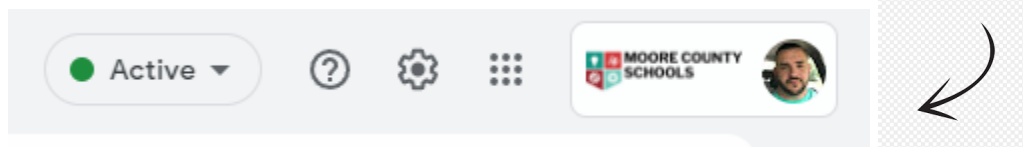
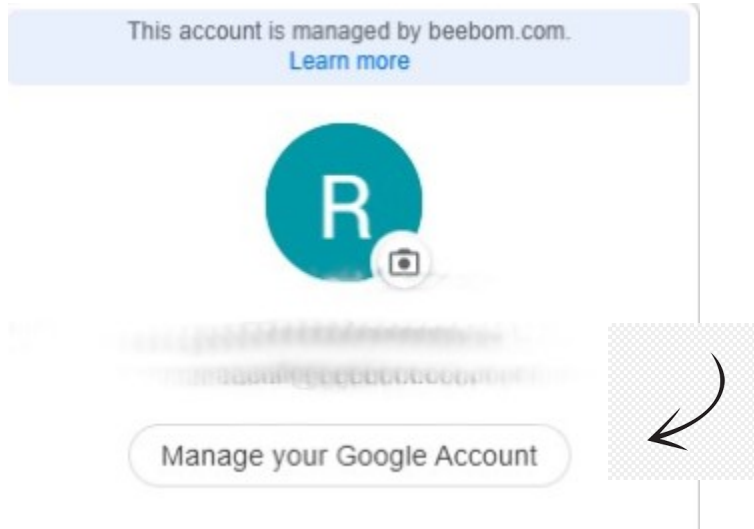


# Setting up 2FA using a security key in Google Suite

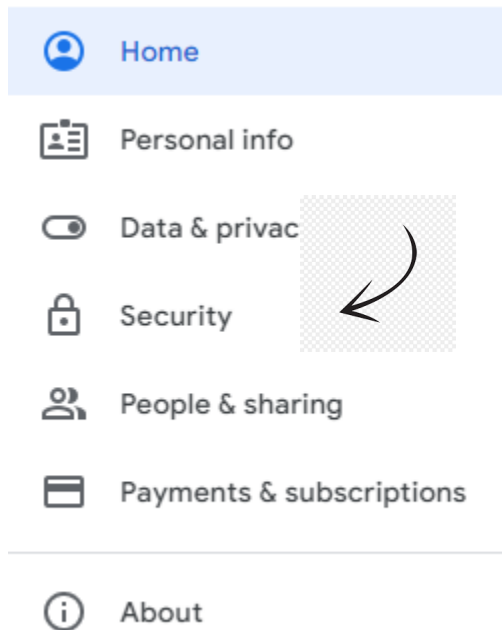
- Sign in to Chromebook using your Google account
- Open Gmail
- While in Gmail at the top right hand corner click on your picture.



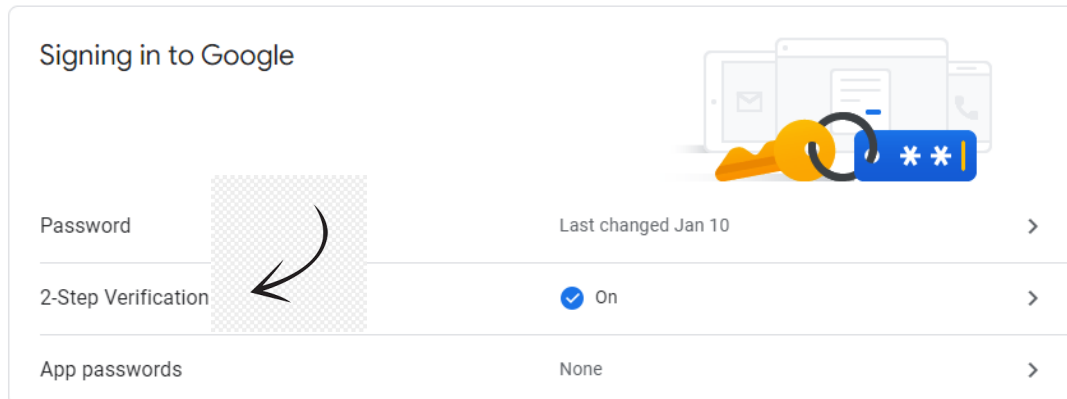
- Click on Manage your Google Account.



- **Select Security on the left hand side of the screen.**



- **Select 2-Step Verification.**



- **Verify your account information by typing your password in.**

To continue, first verify it's you

Enter your password

☐ Show password

[Forgot password?](#)

**Next**

- **Select Security Key on the next screen.**

Add more second steps to verify it's you

Set up additional backup steps so you can sign in even if your other options aren't available.



### Security Key

A security key is a verification method that allows you to securely sign in. These can be built in to your phone, use Bluetooth, or plug directly into your computer's USB port.



- **Select Add security key.**

## ← Security keys

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Security keys are a more secure second step. You can add a physical key or use your phone's built-in key. [Learn more](#)

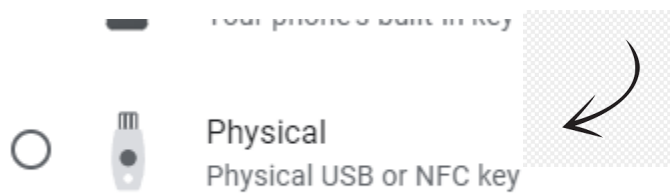
+ Add security key

- **Select Physical for the security key.**

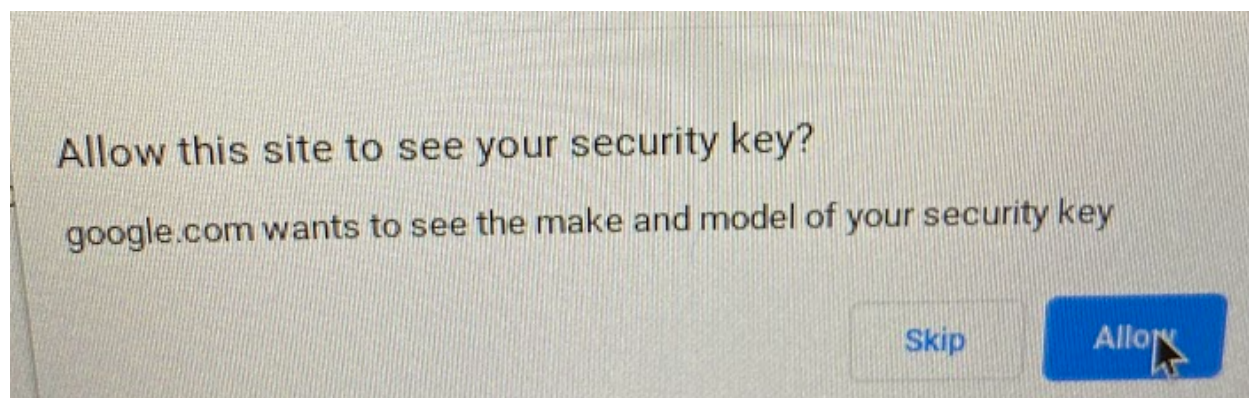
### Add a security key

There are several types of security keys you can add to your account. [How to use security keys](#)

#### CHOOSE THE TYPE OF KEY



- **Insert the USB key into your chromebook.**
- **Select Allow when prompted.**



- Press the KEY-ID button



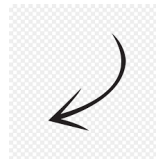
- Give the key a name (This is optional). Then press next.

### Name your key

Give your key a name so you can identify it later

0 / 20

Next



- Your security key has been added to your Gmail account. Press next to finish.

Security key is added

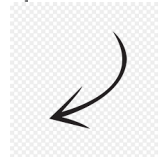


2-Step Verification is on for your account and your security key is ready to use.

Keep your security key with you so you can always sign into your Google Account.

[Back](#)

[Next](#)



- Please read the last message to understand how the key will allow you to log in.

To sign in with your security key using USB



You can also insert your key directly into the device you're signing in on.

- Insert your security key into your device's USB port. You might need a cable or adaptor.
- If you see a message from Google Play services, tap OK.
- If your key has a gold disc, touch it. If your key has a button, press it.
- If your key has none of these features, remove and reinsert it to connect.

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