User Guide for PRS login with 2FA (For SingPass Eligible Users)

Version 1.0
Change History

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Overview

1. The target audience of this document is SingPass Eligible User. Please click [here](#) to check whether you are eligible for SingPass.

2. We have implemented 2-Step Verification (2FA) to better protect your login to Professional Registration System (PRS). Please follow the steps below to link your 2FA to PRS. You are strongly encouraged to login to PRS using your SingPass.

Login with SingPass

3. How to access PRS using your SingPass account:

   a. Please ensure that you have a valid SingPass account and [have setup your SingPass 2FA](#).

   b. Go to PRS login page from your council / board main website and select login as professional or applicant with Temporary Registration Number (X-number)

   c. Click “Login here with SingPass“ icon (Screen 1).

   d. After successful authentication with SingPass, you will be redirected to PRS home page.

Screen 1: Login using your SingPass
Login with PRS Account

4. Go to PRS login page from your council / board main website and select login as professional or applicant with Temporary Registration Number (X-number) or HR/Prof Bodies or Event Providers

5. Login with your PRS account for authentication (Screen 2).

Screen 2: Login using your PRS account

6. After successful login using PRS account, you will be prompted to set up your 2FA using OneKey Token / Mobile Device. Click “Link Mobile Device” / “Link OneKey Token” to proceed or alternatively you may skip this step if you are not ready yet to link your device (Screen 3)

Screen 3: Set Up 2-Step Verification (2FA)
Set Up 2-Step Verification (2FA)

7. Follow the following steps to set up your 2FA using Mobile Device:

   a. Click Link Mobile Device (Screen 3).
   
   b. Click “Resend OPT” (Screen 4).
   
   c. Enter the 6-digits OTP you received via SMS and Click Submit (Screen 4).

Screen 4: Enter 6-digits SMS OTP to Set Up 2-Step Verification (2FA)

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Please click here to skip this step if you are not ready to link your device now. You are required to log in PRS using your SingPass from 15th Jan 2017 onwards.
8. Follow the following steps to set up your 2FA using OneKey Token:
   
   a. Click Link OneKey Token (Screen 3).
   
   b. Please verify your OneKey Token Serial Number (Screen 5).
   
   c. Press and hold button “1” on your OneKey token to generate your 8-digits One-Time Password (OTP).
   
   d. Enter the 8-digits OTP and Click Submit (Screen 5).

Screen 5: Enter 8-digits OneKey Token OTP to Set Up 2-Step Verification (2FA)

Link OneKey Token with PRS

Step 1
Press and hold 1 to generate your 8-digits One-Time Password (OTP).

Step 2
Please verify your OneKey Token serial number and enter the 8-digits OTP here:

OneKey Token Serial Number:  

OTP:  

Go Back  Submit

Please click here to skip this step if you are not ready to link your device now.
You are required to log in PRS using your SingPass from 15th Jan 2017 onwards
2FA Authentication

9. Once you have set up your 2-Step Verification using your OneKey Token, after successful login using PRS account, you will be prompted to enter 8-digits OTP from your OneKey Token (Screen 6).

Screen 6: Enter 8-digits OneKey Token OTP

2-Step Verification

Step 1
Press and hold 1 to generate your 8-digits One-Time Password (OTP).

Step 2
Please enter the 8-digit OTP in the box below.

OneKey Token Serial Number: XXXXX 258
OTP: 

Click here to re-link your new device if your OneKey Token serial number does not match anymore or you have received a new OneKey token as replacement.
10. Once you have set up your 2-Step Verification using your Mobile Device, after successful login using PRS account, you will be prompted to enter 6-digits OTP you received via SMS (Screen 7).

**Screen 7: Enter 6-digits SMS OTP**

**2-Step Verification**

![OneKey Token and SMS OTP](Image)

**Step 1**

Click 'Resend CTP' to generate your 6 digit One Time Password (OTP)

![Get OTP via SMS](Image)

**Step 2**

Please enter the 6-digit CTP in the box below.

![Enter OTP](Image)

Click **here** to re-link your new device if your mobile number does not match anymore or you have registered a new mobile number.