

Business users can manage their profile via My Settings.



Personal information

Liz Walker

Primary email | [Edit](#)

liz@classycatering.com

Edit Email – used for system-generated notifications, user-elected alerts, and possibly login MFA. One allowed per user

Business Information

Classy Catering
Business ID: 4265267369

Login & Security

Username | [Edit](#)

lwalker

Edit Username And Password

Password | [Edit](#)

Security options | [Edit](#)

(828) [redacted] | Enable for text ▼

Security Options – text enable a phone for MFA. Click Edit for more options (next page).

Security Options

These settings impact login authentication and in-session authentication for approvals.

Confirming your identity

If we do not recognize your computer or device, we confirm your identity by one of the methods below.

By phone

Confirm your identity by responding to a text or call to a phone you have handy.

+ 1 ▼

×

+ 1 ▼

×

By security token

Use a VIP Access™ token to confirm your identity.

symc95

▶ Where can I find the credential ID?

▶ What is VIP Access™ token, and how does it work?

▶ How do I get a VIP Access™ token?

By email

ON

Receive one-time security codes by your primary email address, liz@classycatering.com.
[Update primary email](#)

Current password

Password

SHOW

Save

Cancel

Manage **phone numbers** (up to 4, set by FI).

Token - enter the credential ID (shows only if FI offers tokens).

Email - toggle on to use email for login MFA, not an option for approving payments/users (shows only if FI offers email for MFA).

Enter **password** to save any edits.