

**AON**

**Radford Network®**

**Multi-Factor Authentication  
(MFA) Quick Start Guide**

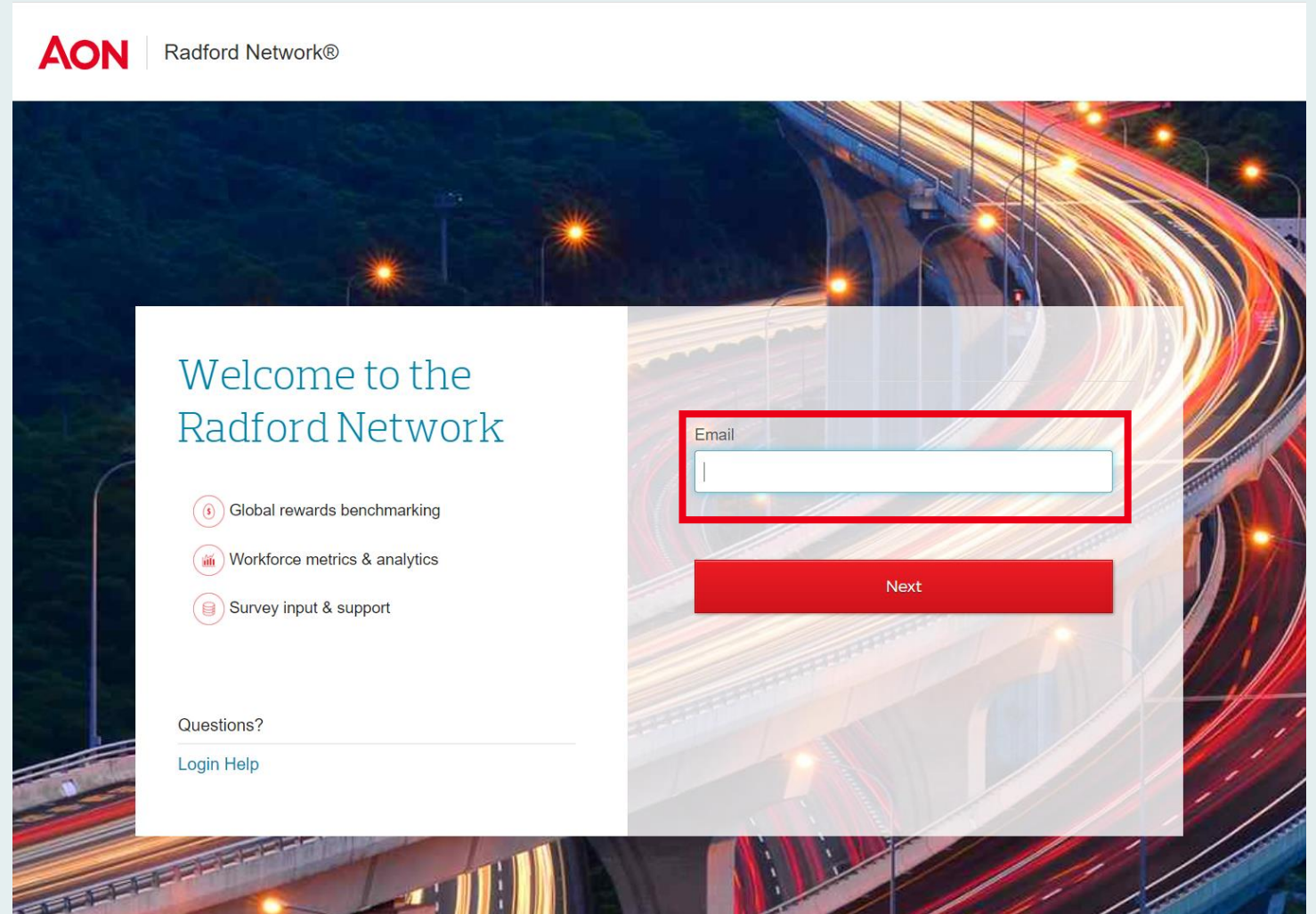


# Getting Started

To get started, first navigate to the Radford Network:

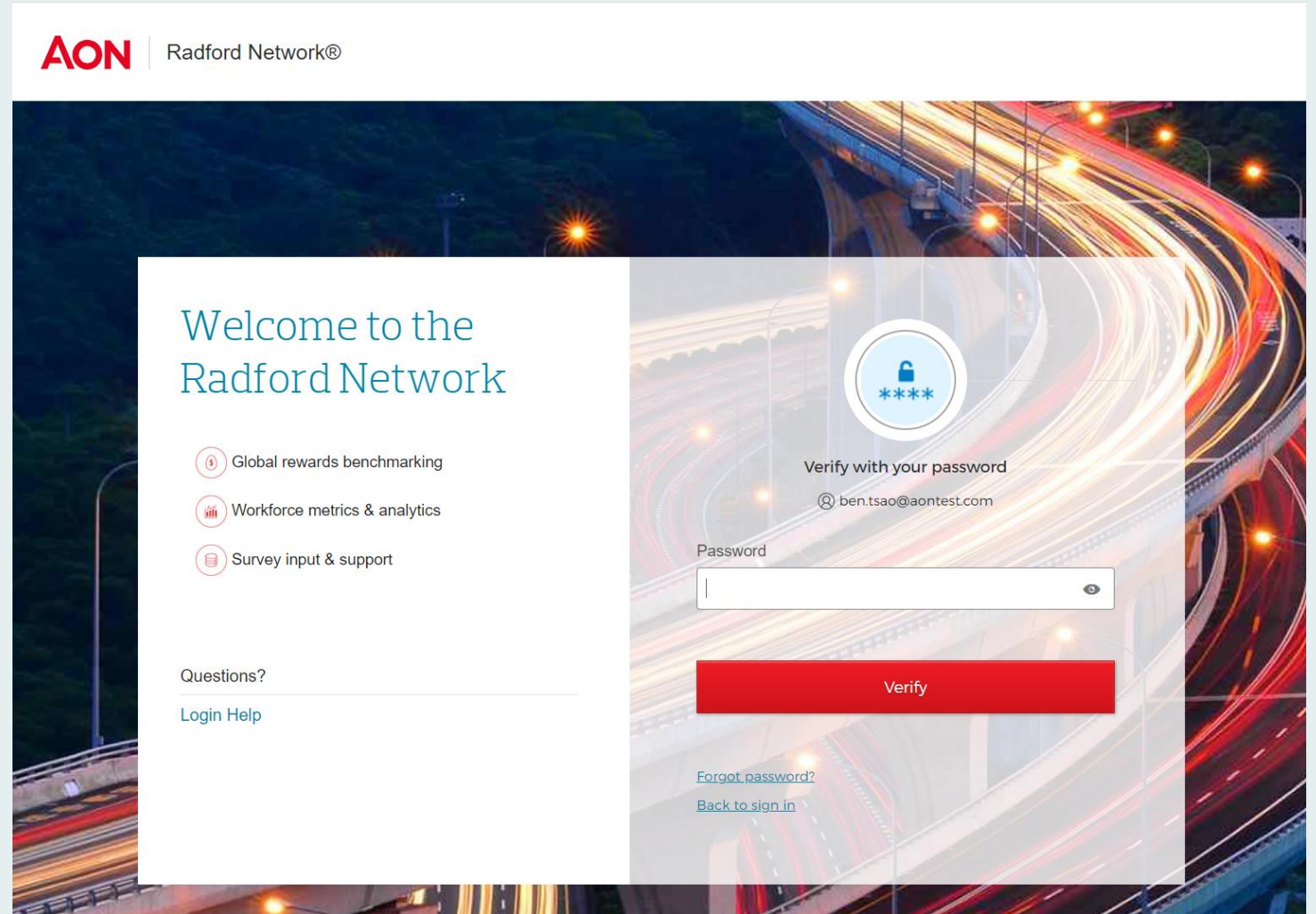
<https://radfordnetwork.aon.com>

Enter your Radford Network login email address



# Enter Your Password

On the next screen, enter the password you normally use to log into the Radford Network.





# Select Multi-Factor Authentication Options

You will then see the following security set-up options:

- **Okta Verify** app - Receive a push notification or a code within the application
- **Phone** - Receive a code via SMS text message or a voice call
- **Security Question** – Choose a security question to answer

Please select at least two options by clicking the red “Set up” button for the options you prefer to use.

Welcome to the Radford Network

Global rewards benchmarking

Workforce metrics & analytics

Survey input & support

Questions?

[Login Help](#)

Set up security methods

paula.wilson1@aontest.com

Security methods help protect your account by ensuring only you have access.

**Set up required**  
Please select at least two security methods

**Okta Verify**  
Okta Verify is an authenticator app, installed on your phone, used to prove your identity  
Used for access  
**Set up**

**Phone**  
Verify with a code sent to your phone  
Used for access  
**Set up**

**Security Question**  
Choose a security question and answer that will be used for signing in  
Used for access  
**Set up**

[Back to sign in](#)

# Authentication Option 1

## Okta Verify App

- To use Okta Verify, you must have the Okta Verify app on your mobile device.
- If you do not have the Okta Verify app, you will need to install it on your device.
- Once installed, you will need to add your Aon account.

Welcome to the Radford Network

- Global rewards benchmarking
- Workforce metrics & analytics
- Survey input & support

Questions?  
[Login Help](#)

Set up security methods  
@ paula.wilson1@aontest.com

Security methods help protect your account by ensuring only you have access.

**Set up required**  
Please select at least two security methods

- Okta Verify**  
Okta Verify is an authenticator app, installed on your phone, used to prove your identity  
Used for access  
**Set up**
- Phone**  
Verify with a code sent to your phone  
Used for access  
**Set up**
- Security Question**  
Choose a security question and answer that will be used for signing in  
Used for access  
**Set up**

[Back to sign in](#)

# Authentication Option 1

## Okta Verify App

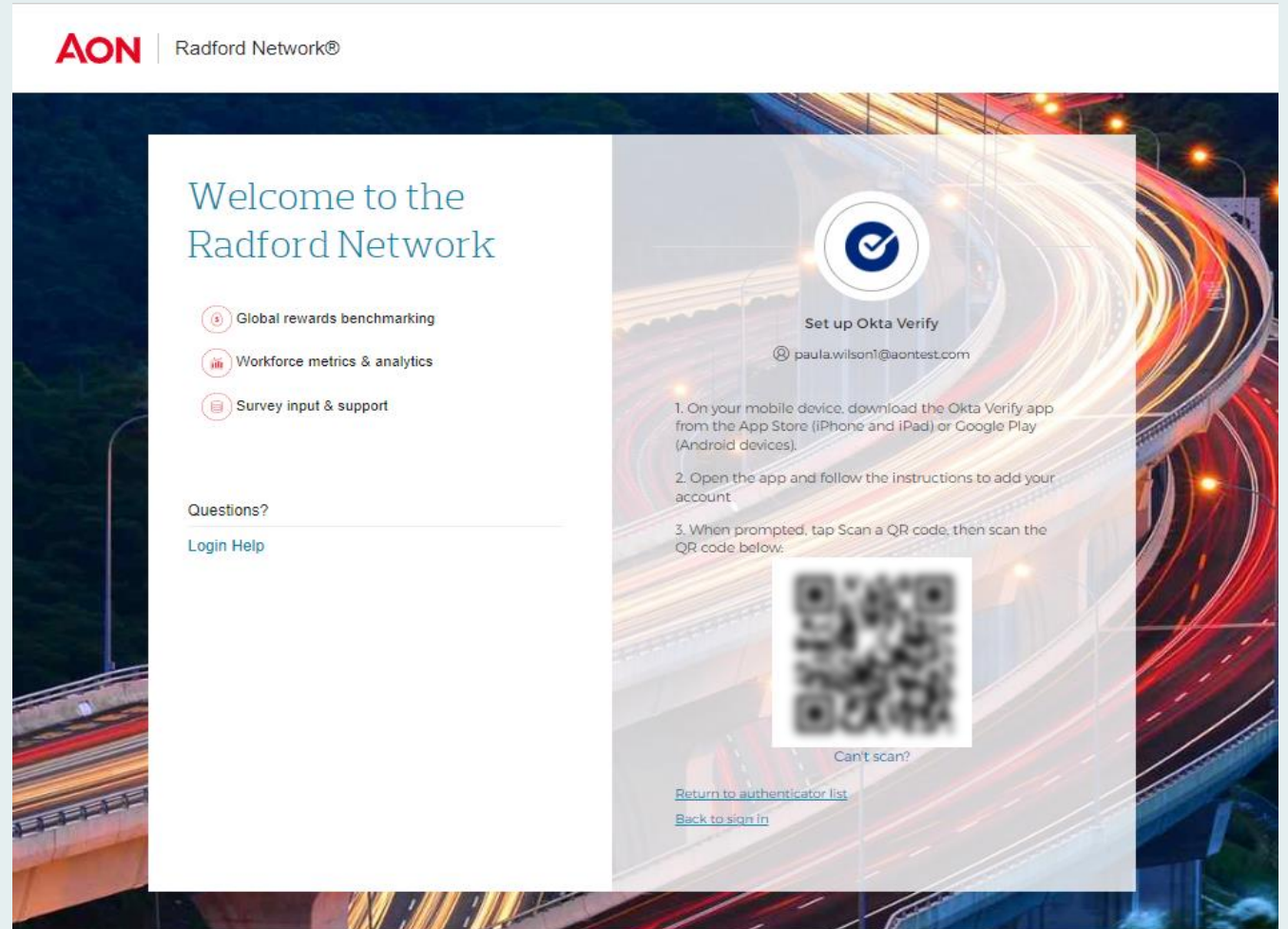
To add your Aon account to the Okta Verify app:

### Option 1

- Scan the QR code using your mobile device camera.

### Option 2

- Scan the QR code from the Okta Verify app on your mobile device. See more details on the following page.



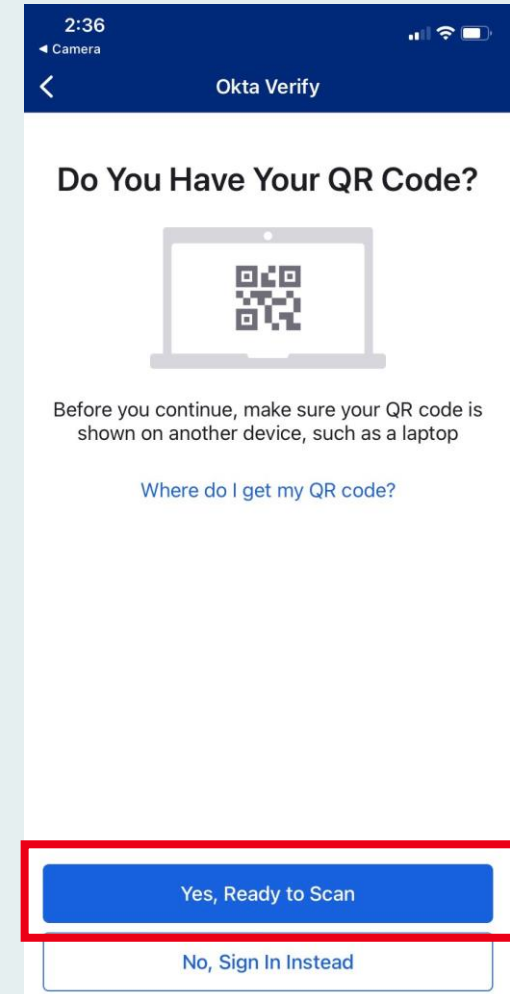
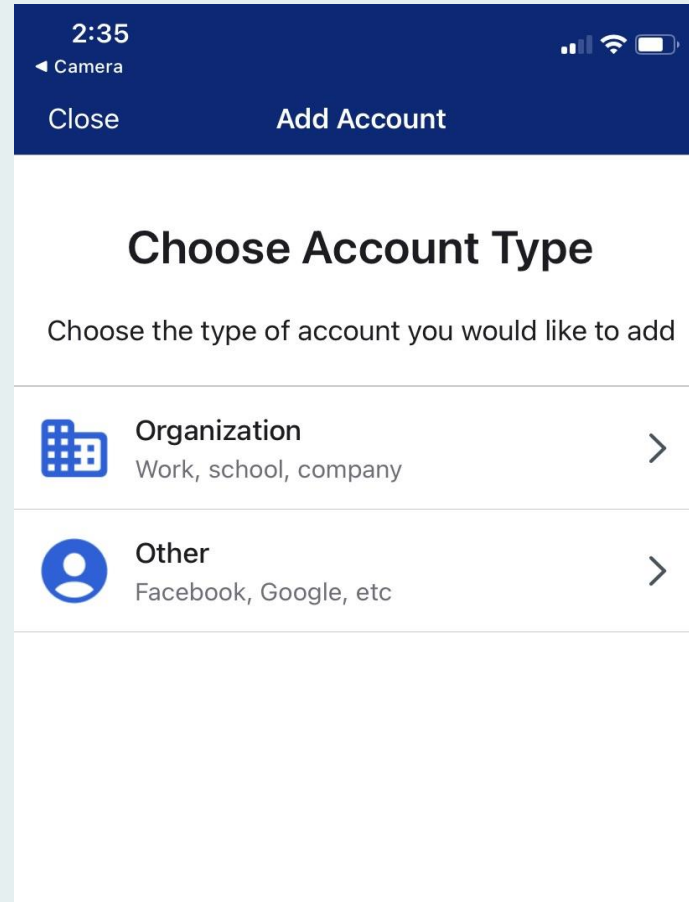
The screenshot shows the Radford Network login page. At the top left, the AON logo and 'Radford Network®' are displayed. The main content area is split into two columns. The left column has a white background and contains the heading 'Welcome to the Radford Network' followed by three menu items: 'Global rewards benchmarking', 'Workforce metrics & analytics', and 'Survey input & support'. Below these are links for 'Questions?' and 'Login Help'. The right column has a dark background with a light overlay. It features the Okta Verify logo, the heading 'Set up Okta Verify', and the email address 'paula.wilson1@aontest.com'. Below this is a three-step instruction list: 1. Download the Okta Verify app from the App Store or Google Play. 2. Open the app and follow instructions to add your account. 3. Tap 'Scan a QR code' and scan the QR code below. A large QR code is centered in this section. Below the QR code are links for 'Can't scan?', 'Return to authenticator list', and 'Back to sign in'.

# Authentication Option 1

## Okta Verify App

### Option 2

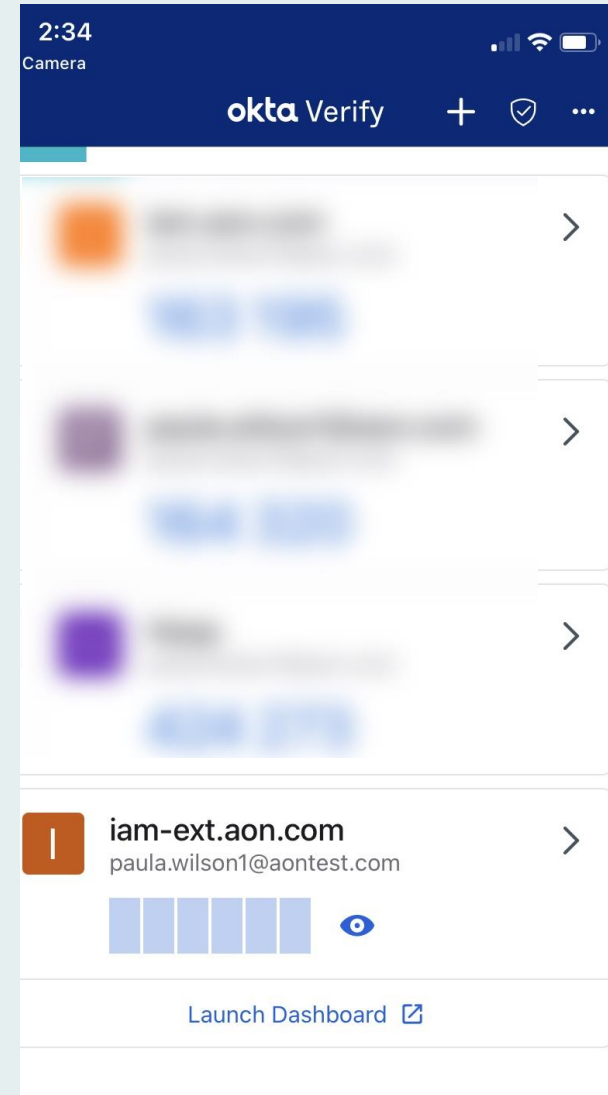
- Click “+” in right hand corner to add an Account.
- Select Organization.
- The next screen will ask if you have a QR Code. Click “Yes, Ready to Scan”.



# Authentication Option 1

## Okta Verify App

- Click “Finish”
- You should then see an “iam-ext.aon.com” panel on your device screen.
- MFA authentication using Okta Verify enrollment is now complete.







# Logging into the Radford Network with Okta Verify

Now you are ready to log into the Radford Network. After entering your email and password, you will select your preferred verification method.

## Welcome to the Radford Network

-  Global rewards benchmarking
-  Workforce metrics & analytics
-  Survey input & support

Questions?

[Login Help](#)

Verify it's you with a security method

@ paula.wilson1@aontest.com

Select from the following options

-  Enter a code Okta Verify [Select](#)
-  Get a push notification Okta Verify [Select](#)
-  Security Question [Select](#)

[Back to sign in](#)

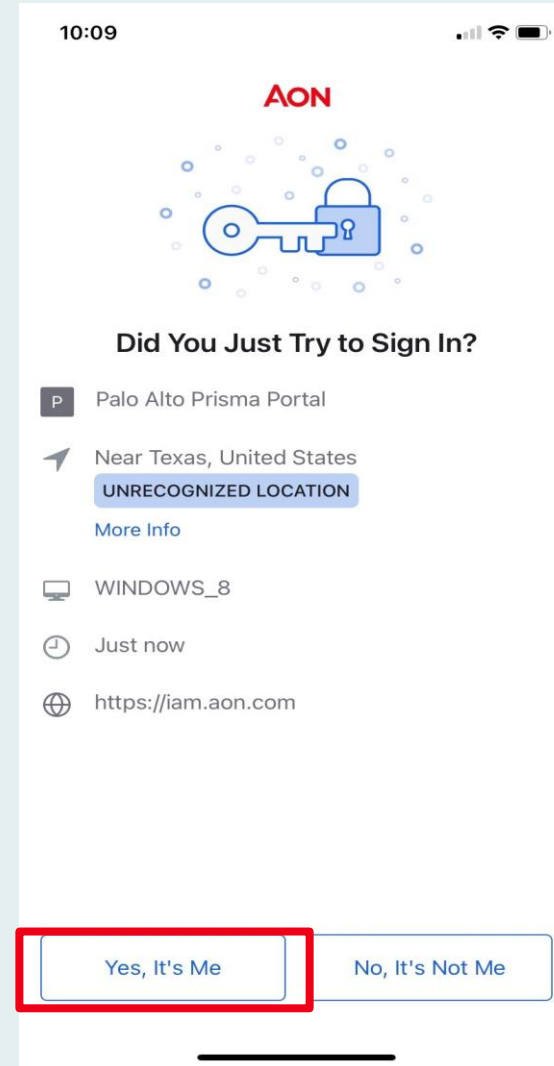
# Logging into the Radford Network with Okta Verify

Select “Get a push notification” and you will see a screen similar to the one on your right.

The image displays two screenshots of the Radford Network login interface. The left screenshot shows the main dashboard with the heading "Welcome to the Radford Network" and three navigation options: "Global rewards benchmarking", "Workforce metrics & analytics", and "Survey input & support". Below these are links for "Questions?" and "Login Help". The right screenshot shows the "Get a push notification" screen, which includes the user's email address "paula.wilson1@aontest.com", a red confirmation bar that says "Push notification sent", and a checked checkbox for "Send push automatically". At the bottom of this screen are links for "Verify with something else" and "Back to sign in".

# Logging into the Radford Network with Okta Verify

- On your mobile device, you should then receive a push notification asking if you tried to sign in.
- Click “Yes, it’s Me” and the verification will be complete.



# Authentication Option 2 Phone

You can set up phone authentication by selecting the Phone option and then entering your phone number.

*Note: The phone call will work with a LAN line.*

## Welcome to the Radford Network

- Global rewards benchmarking
- Workforce metrics & analytics
- Survey input & support

Questions?

[Login Help](#)

### Set up security methods

@ paula.wilson1@aontest.com

Security methods help protect your account by ensuring only you have access.

**Set up required**  
Please select at least two security methods

**Okta Verify**  
Okta Verify is an authenticator app, installed on your phone, used to prove your identity  
Used for access

[Set up](#)

**Phone**  
Verify with a code sent to your phone  
Used for access

[Set up](#)

**Security Question**  
Choose a security question and answer that will be used for signing in  
Used for access

[Set up](#)

[Back to sign in](#)



# Authentication Option 2 Phone

- To start, click Set up under the phone option.
- Next, select either SMS, which will send you a text, or select Voice call.
- Select your country.
- The final step is to enter your phone number. The country code will be filled in based on your country selection.

Welcome to the  
Radford Network

- Global rewards benchmarking
- Workforce metrics & analytics
- Survey input & support

Questions?  
[Login Help](#)

Set up phone authentication  
paula.wilson1@aontest.com

Enter your phone number to receive a verification code via SMS.

SMS  
 Voice call

Country  
United States

Phone number  
+1

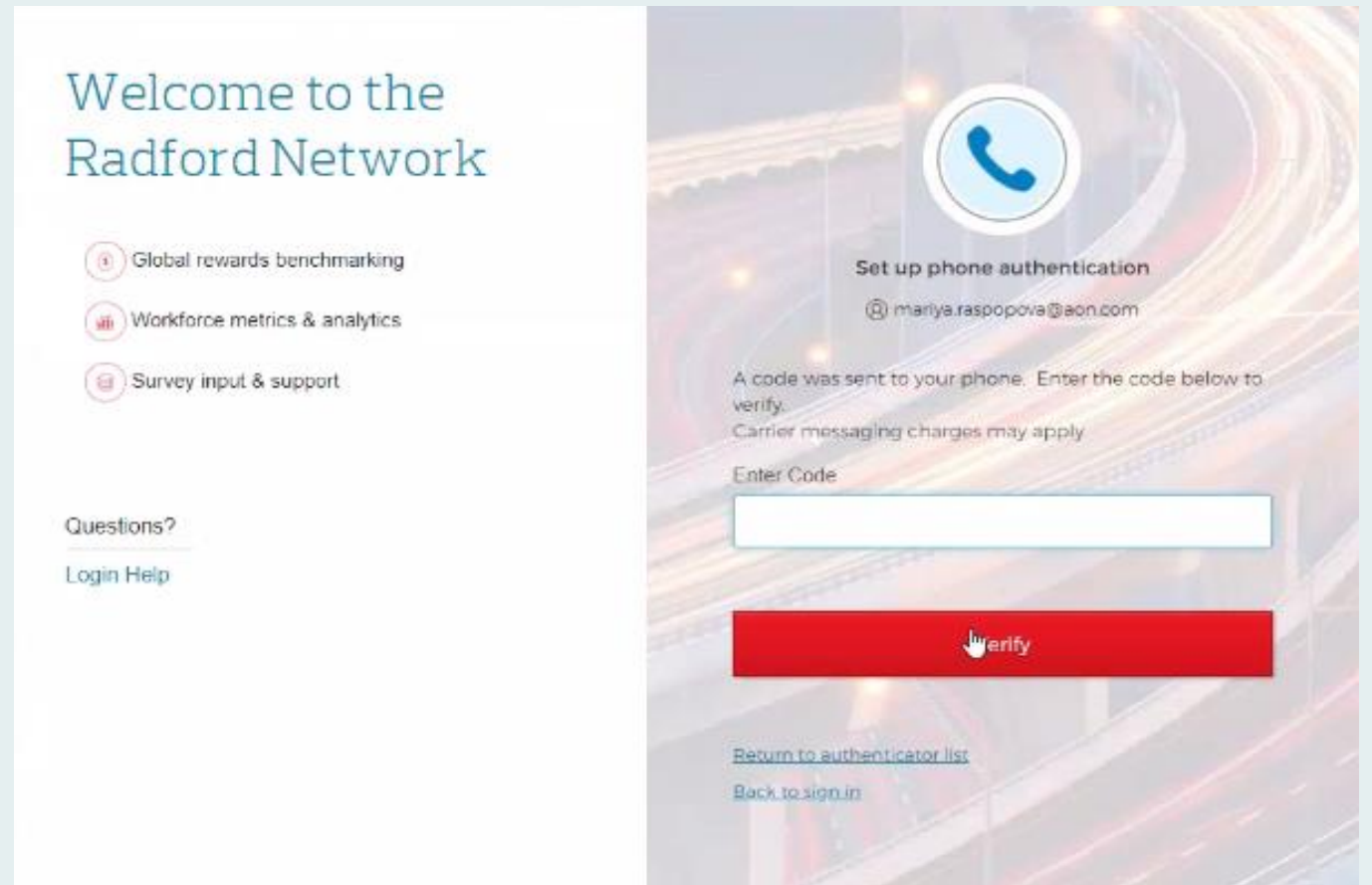
[Receive a code via SMS](#)

[Return to authenticator list](#)  
[Back to sign in](#)

# Logging into the Radford Network with Your Phone

Now you are ready to log into the Radford Network. After entering your email and password, you will select your preferred verification method.

- Select the Phone option and enter the 6-digit code you receive via SMS text or phone call.
- After you enter the code, click the red “Verify” button.



# Authentication Option 3 Security Question

Another MFA option is to answer a security question

- Select the Security Question option and click “Set up”

Welcome to the Radford Network

- Global rewards benchmarking
- Workforce metrics & analytics
- Survey input & support

Questions?  
[Login Help](#)

Set up security methods  
@ paula.wilson1@aontest.com

Security methods help protect your account by ensuring only you have access.

**Set up required**  
Please select at least two security methods


- Okta Verify**  
Okta Verify is an authenticator app, installed on your phone, used to prove your identity  
Used for access  
[Set up](#)
- Phone**  
Verify with a code sent to your phone  
Used for access  
[Set up](#)
- Security Question**  
Choose a security question and answer that will be used for signing in  
Used for access  
[Set up](#)

[Back to sign in](#)


# Authentication Option 3 Security Question

- On the next screen, you will be able to choose from a pre-selected dropdown list of security questions.
- If you would rather create your own security question, click on “Create my own security question.”

## Welcome to the Radford Network

 Global rewards benchmarking

 Workforce metrics & analytics


 Survey input & support

[Questions?](#)

[Login Help](#)



Set up security question

 paula.wilson1@aontest.com

Choose a security question

Create my own security question

Choose a security question

What is the food you least liked as a child?

What is the food you least liked as a child?

What is the name of your first stuffed animal?

What did you earn your first medal or award for?

What is your favorite security question?

What is the toy/stuffed animal you liked the most as a kid?

What was the first computer game you played?

What is your favorite movie quote?



# Logging into the Radford Network with a Security Question

Now you are ready to log into the Radford Network. After entering your email and password, you will select your preferred verification method.

- Select the Security Question option and answer the security question you selected or created.
- Click the red “Verify” button

The image shows a two-part screenshot of the Radford Network login interface. The left part is a white sidebar with the heading "Welcome to the Radford Network" and three menu items: "Global rewards benchmarking", "Workforce metrics & analytics", and "Survey input & support". Below these are links for "Questions?" and "Login Help". The right part is a dark-themed login form with a blue shield icon containing a question mark. It prompts the user to "Set up security question" for the email "paula.wilson1@aontest.com". There are two radio button options: "Choose a security question" (selected) and "Create my own security question". Below is a dropdown menu for "Choose a security question" with the text "What is your favorite security question?". An "Answer" field contains "What is the answer to everything?". A prominent red "Verify" button is at the bottom. At the very bottom, there are links for "Return to authenticator list" and "Back to sign in".

# Multi-Factor Authentication Setup is Complete!

Congratulations, you are now logged into the Radford Network!

**AON** | Radford Network®

Radford / Rewards Solutions | PAULA

Home Data Job Matrix Analytics Peer Groups Input Resources My Reports **Renew for 2023**

Welcome, PAULA

## Intern/New Graduate & Pay Admin

- Pay for interns and recent grads
- Practices for pay administration
- Submit data for access to results

[Go To Input Templates](#)

### Data Generator Tools

- Quick Benchmarks
- Market Queries
- Location Analytics
- Dynamic Job Matrix

[Order H-1B or GLTI Report](#)

### Submission Deadline

Due Date	Survey Name	Status
03/15/2023	2023 Radford Global Compensation	Received for ...
08/18/2023	2023 ST/LT Incentive Design	Open
08/18/2023	2023 Sales Incentive Practices	Open
03/17/2023	2023 Salary Increase/Turnover - Ed 1	Past Due
07/07/2023	2023 Salary Increase/Turnover - Ed 2	N/A
10/13/2023	2023 Salary Increase/Turnover - Refresh	N/A

### Articles

- [A Guide to Preparing for Greater Climate Disclosure in 2023](#)  
December 2022  
[Read More >>](#)
- [De-Risking Nature-Based Investments to Spur Carbon Markets and the Net-Zero Transition](#)  
December 2022  
[Read More >>](#)

### Feedback

Select Category

[Submit](#)

# Helpful Tips

- We strongly encourage you to set up at least two MFA options in case you are unable to use one.
- Passwords can only be changed every 24 hours. If you have any additional questions or issues, please [contact us](#).
- All password-related emails will now come from Aon CIAM, [ciamNoReply@aon.com](mailto:ciamNoReply@aon.com).

## Welcome to the Radford Network

- Global rewards benchmarking
- Workforce metrics & analytics
- Survey input & support

Questions?

[Login Help](#)

Set up security methods

👤 paula.wilson1@aontest.com

Security methods help protect your account by ensuring only you have access.



### Set up required

Please select at least two security methods



### Okta Verify

Okta Verify is an authenticator app, installed on your phone, used to prove your identity  
Used for access

Set up



### Phone

Verify with a code sent to your phone  
Used for access

Set up

Proceed