How do I add GoFiler to Login.gov as an authentication method?

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GoFiler can be used as a third-party authenticaton (TPA) application to generate the TOTP password needed to log into **Login.gov** and access the new EDGAR Next system. GoFiler has options in the application preferences to store your OTP secret key so that it can generate the TOTP every time you need to access EDGAR Next, including to submit filings, receive accession messages, or verify company information.

GoFiler can be set as a TPA application when you first create a **Login.gov** login or after you have already completed the account creation process.

To add GoFiler as a TPA application when first creating a **Login.gov** account (you will need the GoFiler software open to complete this process):

1. Go to **Login.gov** in your preferred browser.

2. Click the link to **Create an account**. You will need an e-mail address, a secure password, and your GoFiler software (the authentication application).

3. Enter your e-mail address. For the EDGAR Next system, we recommend you do not use a **Login.gov** account that used for other government services. GoFiler will store your **Login.gov** credentials, and while the storage of these items is securely encrypted to make it difficult for unauthorized users to access your account, it would not be impossible for an unauthorized user to use your account. Therefore, using an account that is not linked to any of your personal PII (such as an account used for the IRS, for example) is recommended.

4. Select your preferred language.

5. Read and accept the Rules of Use.

6. Click **Submit**.

7. An e-mail to confirm your account will be sent to the provided e-mail address. Click the link in the e-mail to **Confirm email address**.

8. Create a secure password.

9. Click **Continue**.

10. Click the option to use an **Authentication application**.

11. Click **Continue**. The following screen will appear:

Add an authentication app

Set up an authentication app to sign in using temporary security codes. What is an authentication app?

1 Give it a nickname

If you add more than one app, you'll know which one is which.

2 Open your authentication app

3 Scan this QR barcode with your app

Or enter this code manually into your authentication app

OHDRVPJEBGLU4DUHUP2I7363VWFWA5WE

Copy

4 Enter the temporary code from your app

Example: 123456

☑ Remember this browser

Submit

12. Enter a nickname for the application. We recommended using "GoFiler".

13. Open GoFiler, if you have not already done so.

14. Click **File > Preferences**.

15. Click on the **EDGAR Next** tab. If the **EDGAR Next** tab is not visible, you will need to activate the EDGAR Next Beta.

16. In the **Login.gov** browser window, click the **Copy** button to copy the provided authentication code. **This is the TOTP Secret Key**.

17. In GoFiler, paste the code into the **TOTP Secret** field on the **EDGAR Next** tab of the **Preferences** dialog. The **TOTP Code** field to the right will automatically generate a code.

18. Copy the **TOTP Code**.

19. Paste the **TOTP Code** into the **Login.gov** browser window in the **Enter the temporary code from your app** section of the form.

20. Click **Submit**.

This will add GoFiler as an authentication method for your **Login.gov** account. Please note: steps 16-20 are timed. The TOTP Code will expire if not submitted to **Login.gov** quickly enough. The progress bar beneath the TOTP Code field on the EDGAR Next Preferences tab indicates how much time is left before the code will expire. Also remember to click the OK button on the Preferences dialog to save the TOTP Secret. This code cannot be retrieved from your **Login.gov** account but it will not change, so it is important to save it into your software preferences.

To add GoFiler as a TPA application after your **Login.gov** account has already been created:

1. Log into your **Login.gov** account.

2. Click the **Add app** button at the bottom of the "Your Account" page.

3. If you have not entered a TOTP code or set **Login.gov** to remember you, you may need to verify your identity by providing your verification code again. This will occur if you have let your account sit open for several minutes. If prompted to verify your identity, do so. Once verified, the following screen will appear:

4. Enter a nickname for the application. We recommended using "GoFiler".

5. Open GoFiler, if you have not already done so.

6. Click **File > Preferences**.

7. Click on the **EDGAR Next** tab. If the **EDGAR Next** tab is not visible, you will need to activate the EDGAR Next Beta.

8. In the **Login.gov** browser window, click the **Copy** button to copy the provided authentication code. **This is the TOTP Secret Key**.

9. In GoFiler, paste the code into the **TOTP Secret** field on the **EDGAR Next** tab of the **Preferences** dialog. The **TOTP Code** field to the right will automatically generate a code.

10. Copy the **TOTP Code**.

11. Paste the **TOTP Code** into the **Login.gov** browser window in the **Enter the temporary code from your app** section of the form.

12. Click **Submit**.

This will add GoFiler as an authentication method for your **Login.gov** account. Please note: steps 7-11 are timed. The TOTP Code will expire if not submitted to **Login.gov** quickly enough. The progress bar beneath the TOTP Code field on the EDGAR Next Preferences tab indicates how much time is left before the code will expire. Also remember to click the OK button on the Preferences dialog to save the TOTP Secret. This code cannot be retrieved from your **Login.gov** account but it will not change, so it is important to save it into your software preferences.