



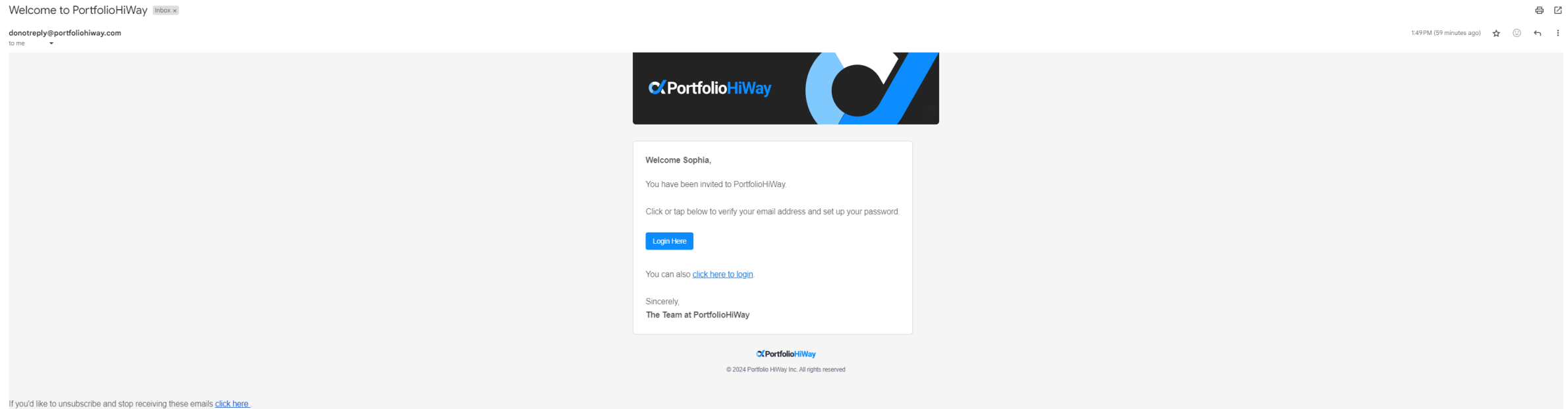
# Getting Started



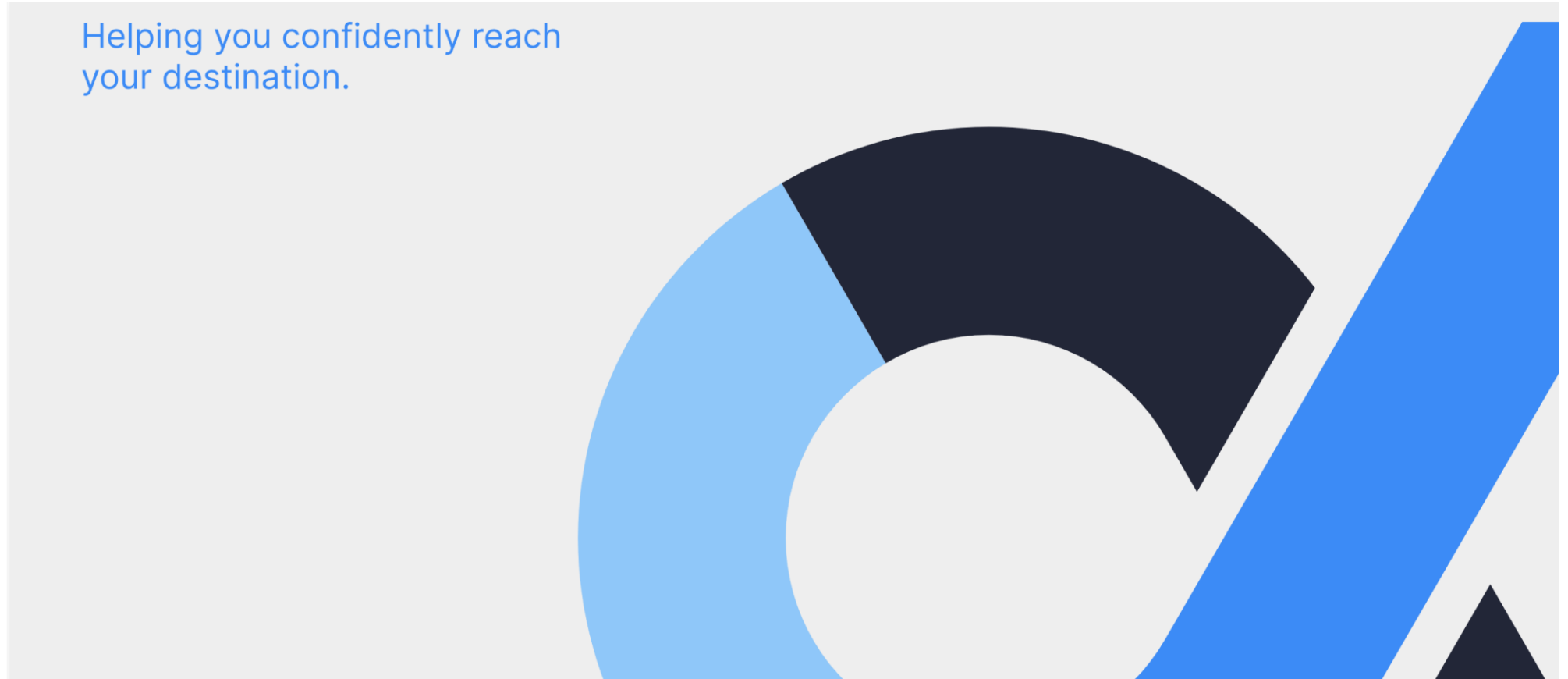
# Getting Started Guide



Start by opening your email account and select the email from [donotreply@portfoliohiway.com](mailto:donotreply@portfoliohiway.com) titled “Welcome to Portfolio HiWay”. Click “Login Here”.

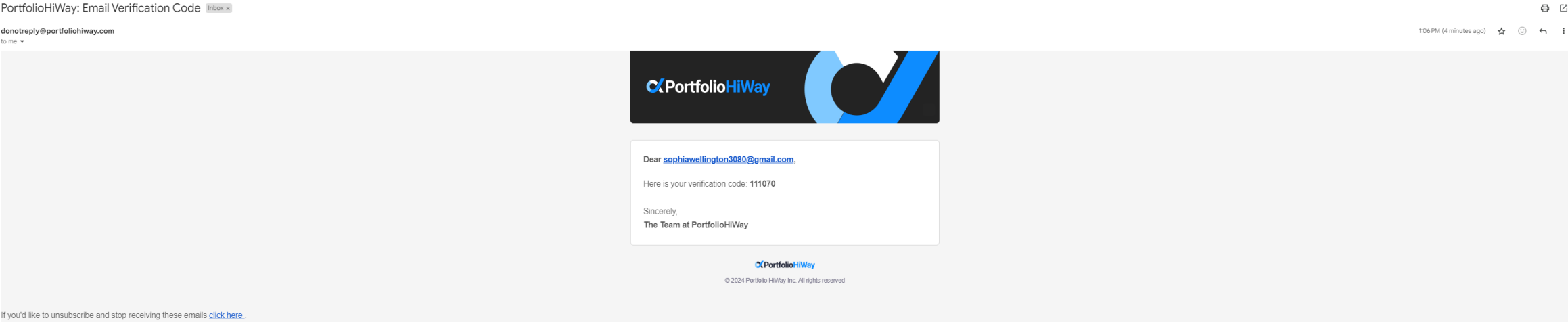


A new tab will open in your web browser. Enter your email address and click “Send verification code”.





A 6-digit verification code has now been sent to your email, titled “[PortfolioHiWay: Email Verification Code](#)”. Open the email and retrieve the code.



Enter the 6-digit verification code and click “Verify code”.



Password reset

Please provide the following details.

Verification code has been sent to your inbox.  
Please copy it to the input box below.

Email Address

sophiawellington3080@gmail.com

Verification code

111070

Verify code

Send new code

Cancel

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your destination.

Once verified, click “Continue”.



Password reset

Please provide the following details.

E-mail address verified. You can now continue.

Email Address

sophiawellington3080@gmail.com

Continue

Cancel

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your destination.

Create a password that satisfies the password criteria, then press “Continue”.



Create a new password

Please provide the following details.

New Password\*

\*\*\*\*\*

Strength: Weak

- ✓ Password must be 10-24 characters
- ✓ Include a lowercase letter
- ✓ Include an uppercase letter
- ✓ Include a number
- ✓ Include a symbol

Confirm New Password\*

\*\*\*\*\*

Continue Cancel



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your destination.

Next, enable 2-Factor Authentication (“2FA”). You’ll first need your mobile device.



Sign in below

Please provide the following details.

Download the Microsoft Authenticator using the download links for iOS and Android or use any other authenticator app of your choice.



Once you've downloaded the Authenticator app, you can use any of the methods below to continue with enrollment.

Scan the QR code

You can download the Microsoft Authenticator app or use any other authenticator app of your choice.



[Can't scan? Try this](#)

[Still having trouble?](#)

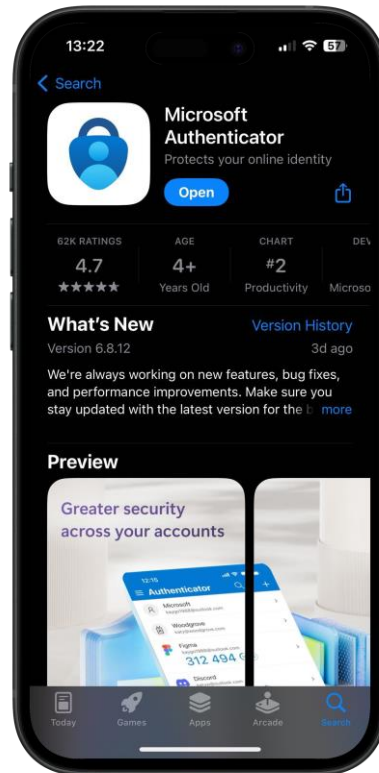
Continue

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your destination.

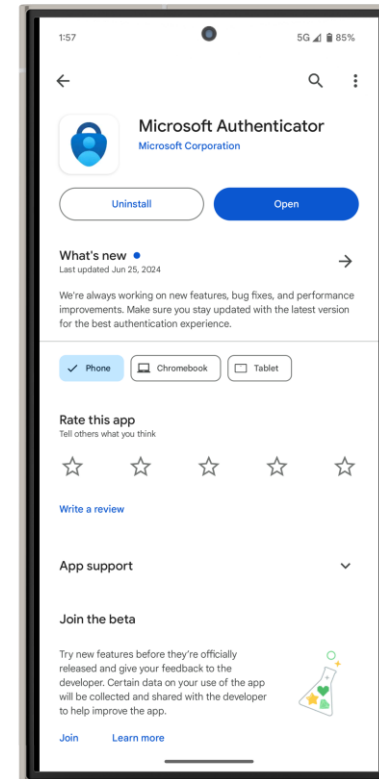




From your mobile device, open up your app store and download your preferred authenticator app. Microsoft Authenticator is recommended.

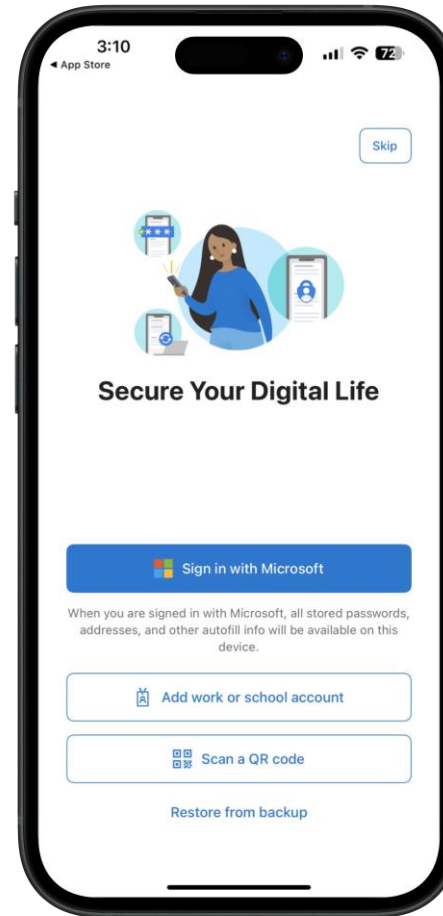


Apple App Store

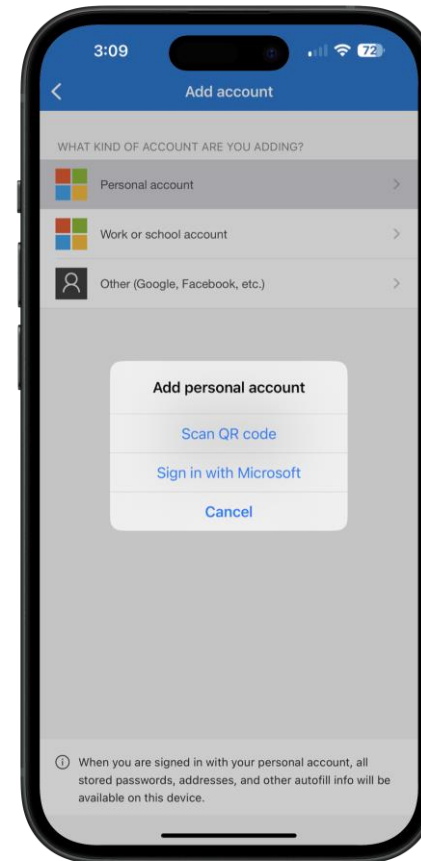
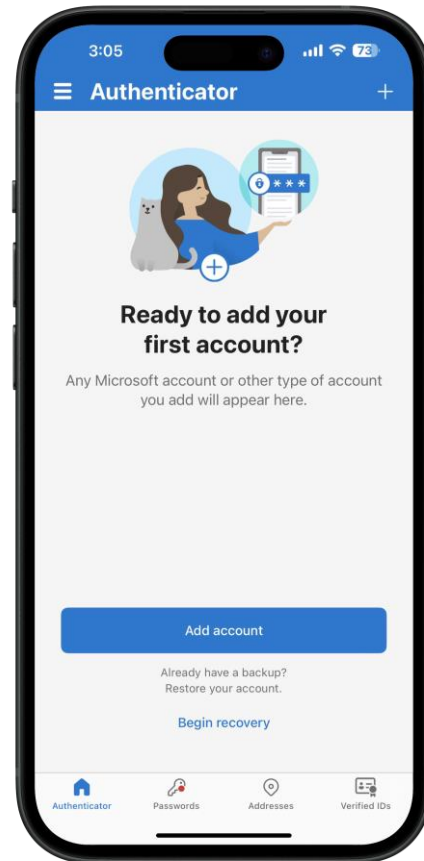


Samsung App Store

Once downloaded, open your authenticator app. Accept the privacy terms and click “Scan a QR code”.



If you already have an authenticator app downloaded to your mobile device, proceed with opening it up and tap “+”, “Add”, “Add account” or similar text . Then click “Scan QR code”.



Your authenticator app will turn on your mobile device camera. Point the camera at the QR code on your computer screen to scan.



 PortfolioHiWay

Sign in below

Please provide the following details.

Download the Microsoft Authenticator using the download links for iOS and Android or use any other authenticator app of your choice.



Once you've downloaded the Authenticator app, you can use any of the methods below to continue with enrollment.

Scan the QR code

You can download the Microsoft Authenticator app or use any other authenticator app of your choice.



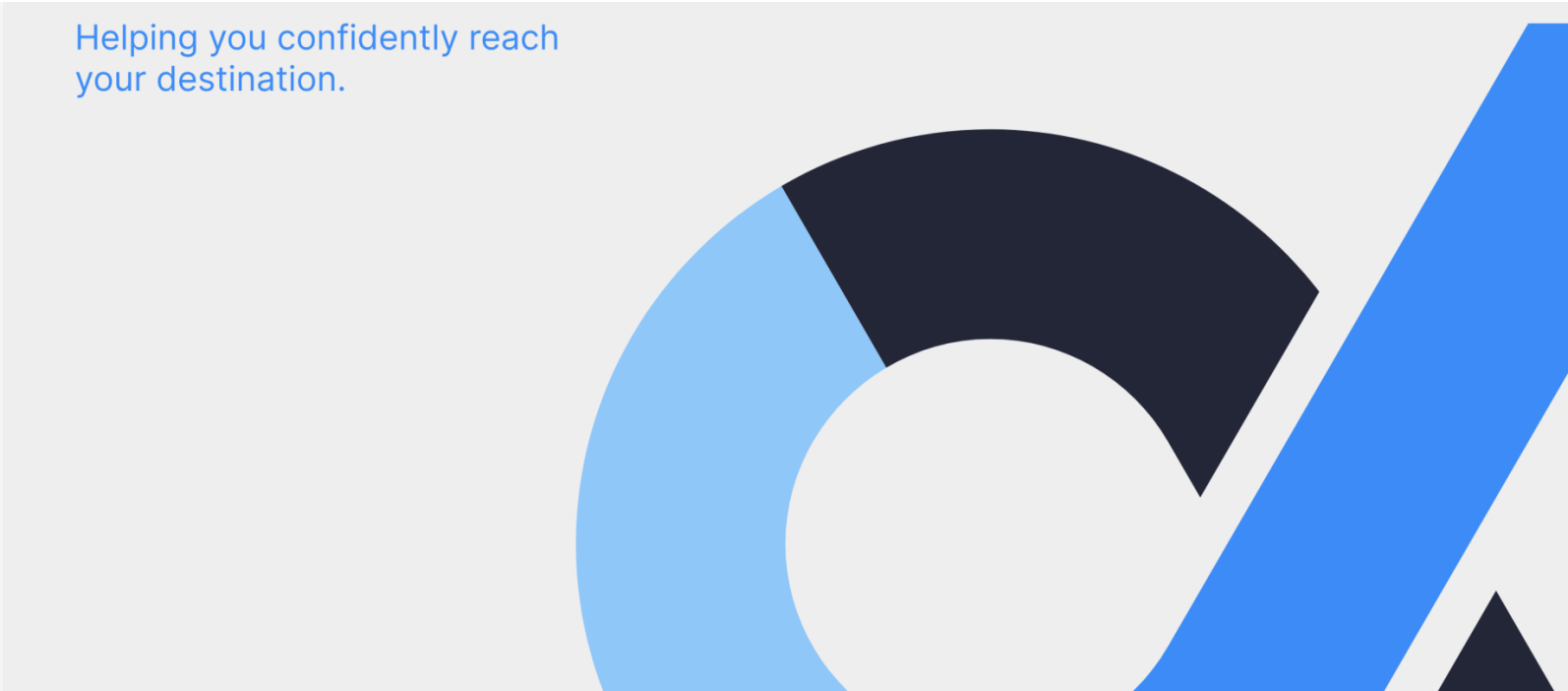
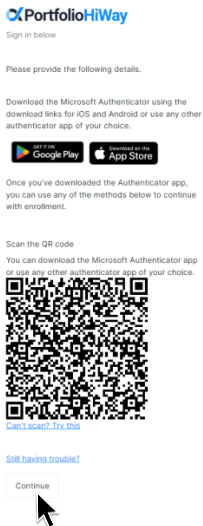
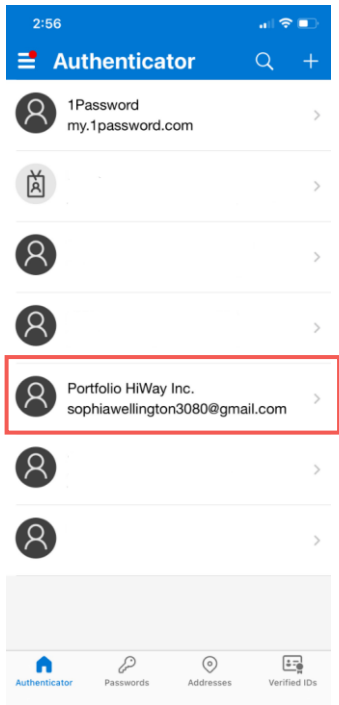
[Can't scan? Try this](#)

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your destination.



Once the QR code has been scanned, your authenticator app will automatically create an authentication profile, linked to your client portal. Next, click “Continue”.



Using the 6-digit verification code, click “Verify”. Your 2FA is now fully enabled. In future, you will be prompted to enter the code from your authenticator app as part of the login process.

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Sign in below

Please provide the following details.

Enter the verification code from your authenticator app.

Enter your code.

Verify



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your destination.



You will now be directed to the main login page, where you will enter your login credentials and verification code once more before seeing your client dashboard.

PortfolioHiWay

Sign in below

Email

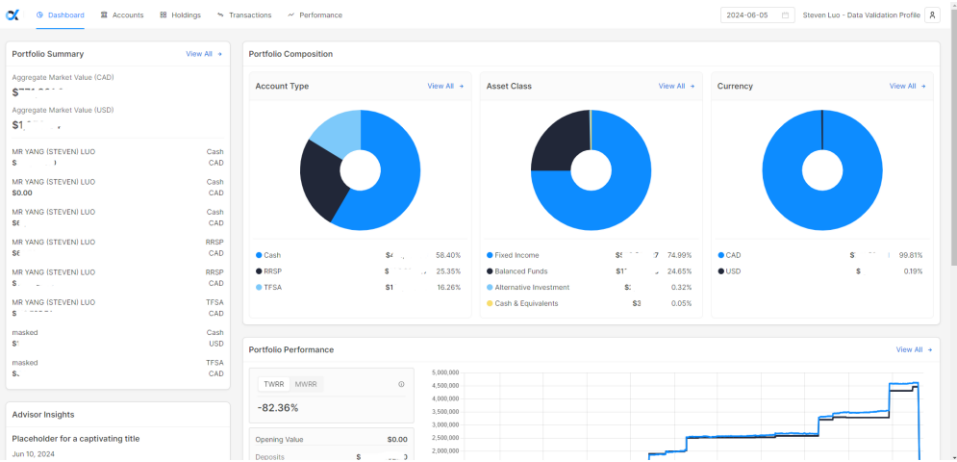
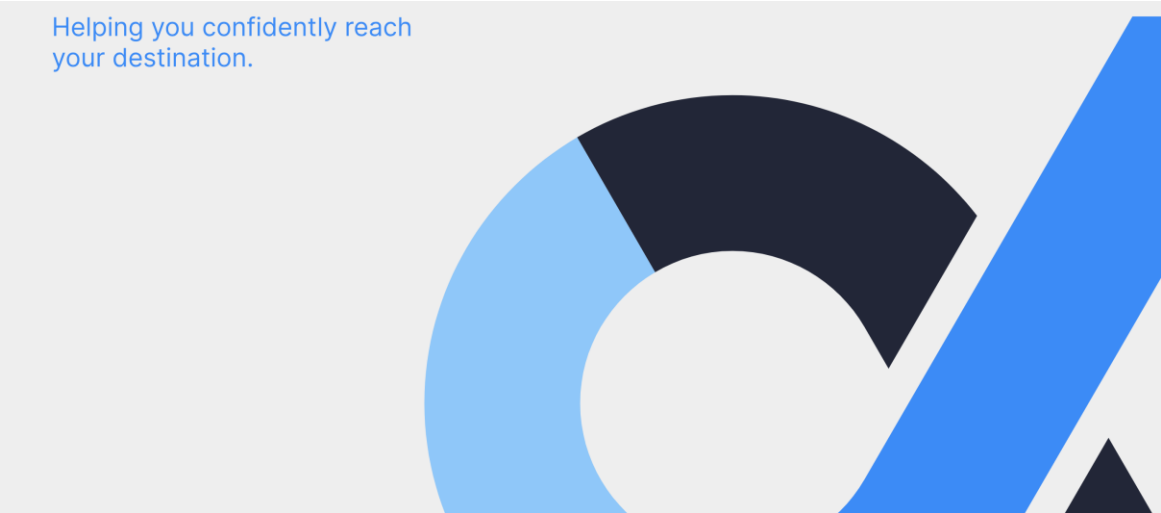
Email

Password

Password

Sign in

Forgot Password



# Contact Us

To ensure a timely response email:  
**[support@portfoliohiway.com](mailto:support@portfoliohiway.com)**

## PRIVACY POLICY

At Portfolio HiWay Inc. we are committed to protecting the privacy of your personal information. We know how important your privacy is to you. We have adopted the following principles and guidelines that set out how we collect, use, and disclose personal information, and how we hold ourselves accountable and accessible to you.

For more information on our Privacy policy please visit:

**[www.portfoliohiway.com/privacy-policy](http://www.portfoliohiway.com/privacy-policy)**

**T.** +1 (833) 774 4929

**E.** [support@portfoliohiway.com](mailto:support@portfoliohiway.com)

**W.** [portfoliohiway.com](http://portfoliohiway.com)

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