

**Deloitte.**



**My Benefits My Choice applicatie**

Registratie & inlogprocedure

## Welkom bij de **My Benefits My Choice applicatie**

Gezien de applicatie gebruik maakt van uw persoonlijke gegevens en salarisinformatie wordt de technologie voorzien van de vereiste beveiliging tijdens het registreren en het inloggen (om misbruik te voorkomen).

Om een hoog niveau aan beveiliging te bieden maakt Deloitte gebruik van een “**Multi-factor authentication (MFA)**” methode die een extra stap toevoegt bij de authenticatie van een gebruiker, i.e.:

1. E-mail en paswoord (standaard login procedure); aangevuld met
2. Een eenmalige code die gegenereerd wordt via een App op de smartphone (i.e. “One Time Password (OTP)”)

Om u wegwijs te maken doorheen de MFA of eID registratie en het inloggen geven we op de volgende pagina’s stapsgewijs een overzicht van de te nemen acties om u eenvoudig toe te laten de MBMC applicatie te gebruiken, rekening houdende met de nodige beveiliging:

**A. Registratieprocedure** – Ik maak voor de eerste maal gebruik van de MBMC applicatie.

**B. Inlogprocedure** – Ik heb me reeds geregistreerd maar wens me gewoon in te loggen.

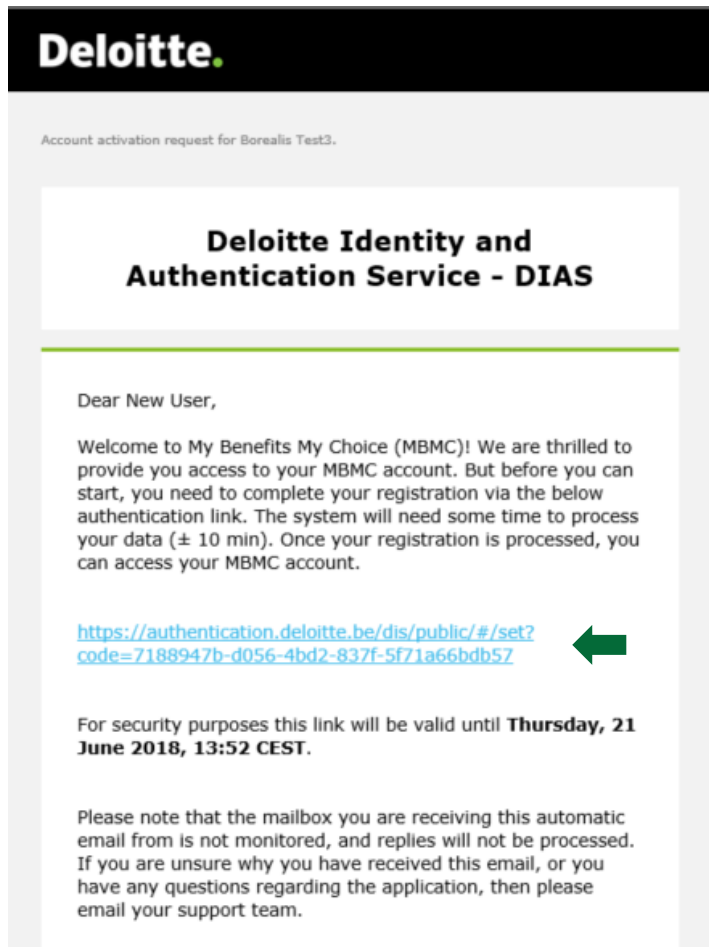


# A. Registratieprocedure

*Eenmalige registratie bij eerste maal inloggen*

# Registratieprocedure voor "One-Time Password"

Stap 1: U hebt reeds een **DIAS** e-mail ontvangen. DIAS is een Deloitte software om ervoor te zorgen dat alleen u toegang hebt tot uw persoonlijke gegevens. Gelieve op de **activatielink** in deze e-mail te klikken om uw account te activeren (indien u dit nog niet gedaan had).



Stap 2: **Activeer** uw account door:

a) Een **paswoord** te kiezen:

Choose your password

Please provide a password to activate your account. Defining a password is mandatory.

NOTE: Password must contain at least 8 characters, including one UPPERCASE and lowercase letter, one digit and one special character (Accepted Special characters !@#\$%^&\*+=[\_+}{;?>,<)

**Password**

**Confirm password**

b) De "One-Time-Password" app te installeren en activeren:


Configure your One-Time-Password generator app

Registering a One-Time-Password generator app is mandatory. This will allow you to use two-factor authentication to access applications requesting it.

**Step 1:** download and install a One-Time-Password generator app on your mobile device or on your computer (for example: Google Authenticator for **Android** and **iOS**, Authomator for **Blackberry**, Authenticator for **Windows Phone** or Authy for **iOS, Android, Blackberry** and **PC/Mac/Linux**)

**Step 2:** scan the QR code with your One-Time-Password generator. Alternatively, use the code provided beneath the QR code to enter it manually in the app configuration.

**Step 3:** enter the one time password generated by your One-Time-Password generator app to verify it's configuration.



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Opmerking: Registreren m.b.v. je 'Belgisch eID' is momenteel nog niet mogelijk. De sectie "Configure your eID login" mag u bijgevolg negeren.

Configure your eID login

You may register your eID card. At this moment, only belgian eID cards are supported.

This is not a mandatory step to complete your account activation, and you will be able to register your eID card later in the self-service screens.

To register your eID card follow these steps:

**Step 1:** Insert your eID card in the card reader

**Step 2:** Click 'Register eID card'

**Step 3:** Select your certificate and enter your eID pin code.

# Registratieprocedure voor "One-Time Password"

## Configure your One-Time-Password generator app

Registering a One-Time-Password generator app is mandatory. This will allow you to use two-factor authentication to access applications requesting it.

**Step 1:** download and install a One-Time-Password generator app on your mobile device or on your computer (for example: Google Authenticator for **Android** and **iOS**, Authomator for **Blackberry**, Authenticator for **Windows Phone** or Authy for **iOS, Android, Blackberry** and **PC/Mac/Linux**)

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Validate OTP



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i. Download de "One-Time-Password generator" App op uw smartphone

- Android en iOS: **Google Authenticator**
- Windows: **Authenticator**

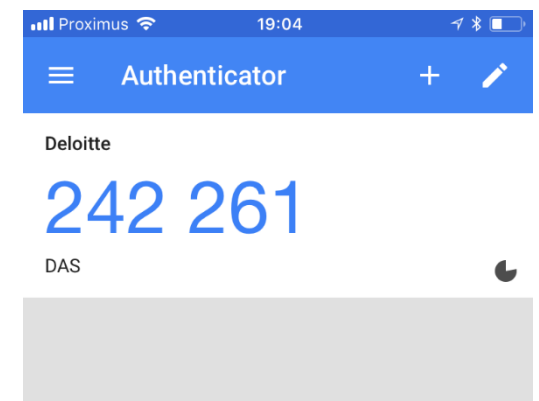
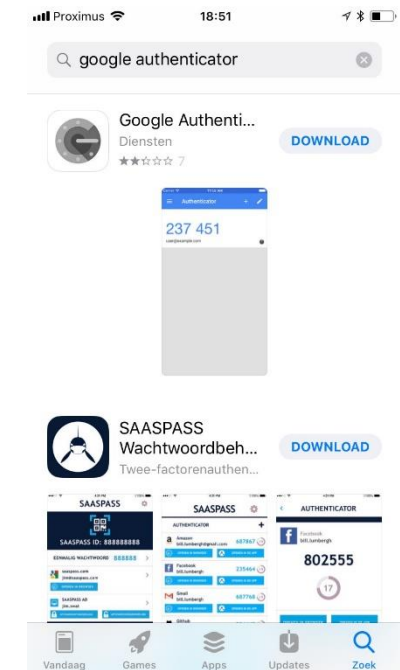
ii. Scan de QR code (i.e. streepjescode) met de App

U kan eventueel ook de code onder de streepjescode rechtstreeks ingeven in de App (als alternatief)

i. Geef de cijfercode (6 cijfers) die de App heeft gegenereerd in en klik op "Validate OTP"

iii. Vergeet niet om uw **registratie te vervolledigen** door op te klikken.

Complete registration

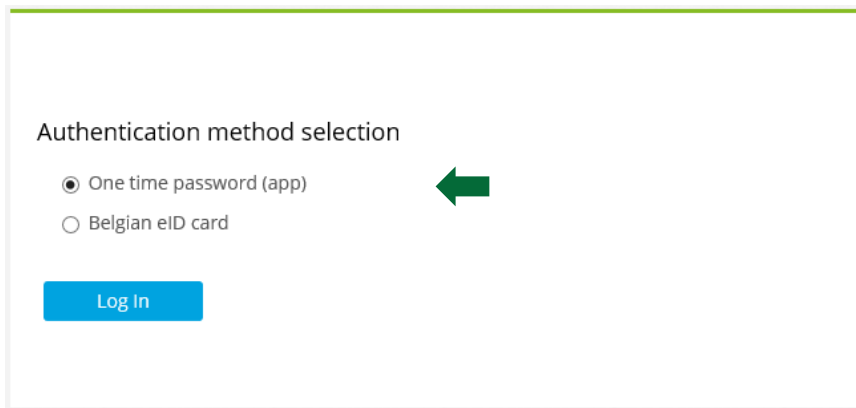


# Registratieprocedure voor "One-Time Password"

Stap 3: Na **10 minuten** zal het DIAS platform uw profiel activeren, waarna u naar stap 4 kan gaan.

Stap 4: Navigeer naar <https://mbmc.deloitte.be> met Internet Explorer (versie 10 of hoger)

Stap 5: Selecteer "One time password (app)".



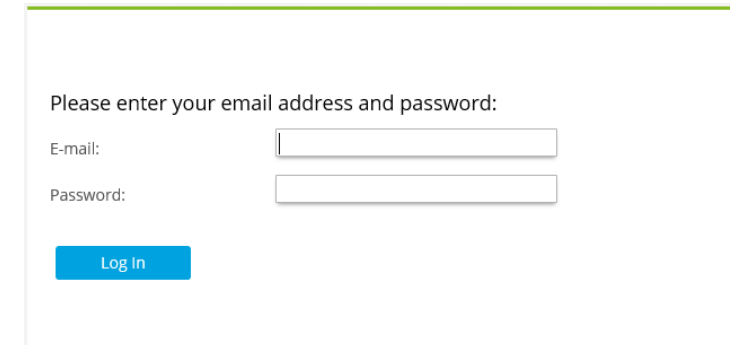
Authentication method selection

One time password (app) ←

Belgian eID card

Log In

Stap 6: Vul uw **e-mail** en **password** in:



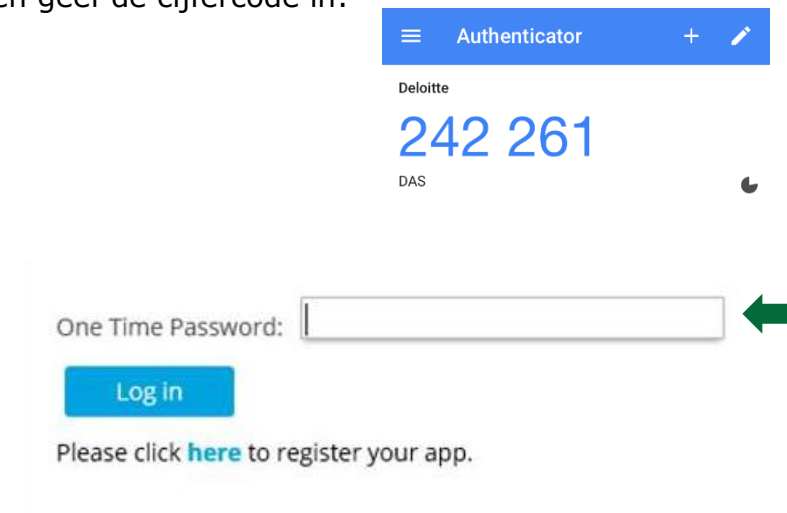
Please enter your email address and password:

E-mail:

Password:

Log In

Stap 7: Genereer een "One-Time-Password" met de Authenticator App en geef de cijfercode in:



Authenticator + ✎

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DAS

One Time Password:  ←

Log in

Please click [here](#) to register your app.

Stap 8: Klik op "log in"

Stap 9: Welkom op 'My Benefits My Choice'

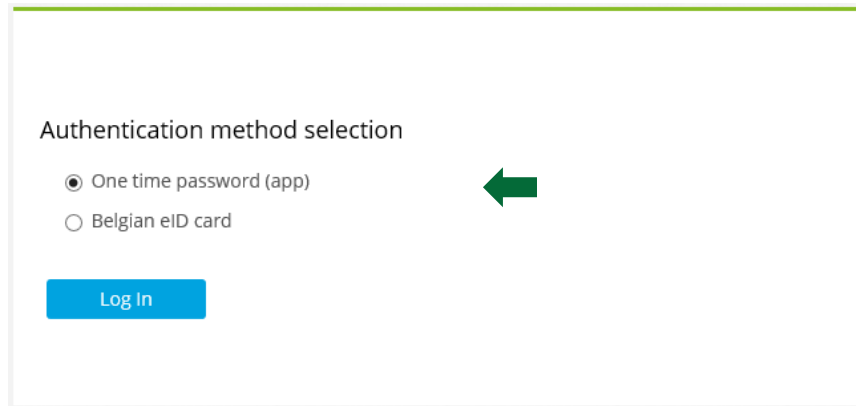
# B. Inlogprocedure

*Eens u geregistreerd bent hoeft u enkel volgende stappen te doorlopen bij het inloggen*

# Inlogprocedure voor "One-Time Password"

Stap 1: Navigeer naar <https://mbmc.deloitte.be> met Internet Explorer (versie 10 of hoger)

Stap 2: Selecteer "One time password (app)".



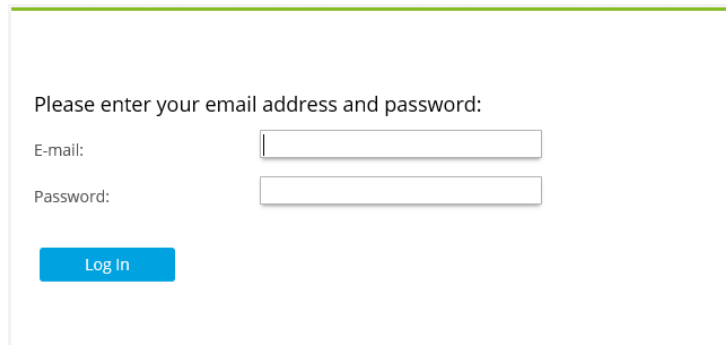
Authentication method selection

One time password (app) ←

Belgian eID card

Log In

Stap 3: Vul uw e-mail en **password** in:



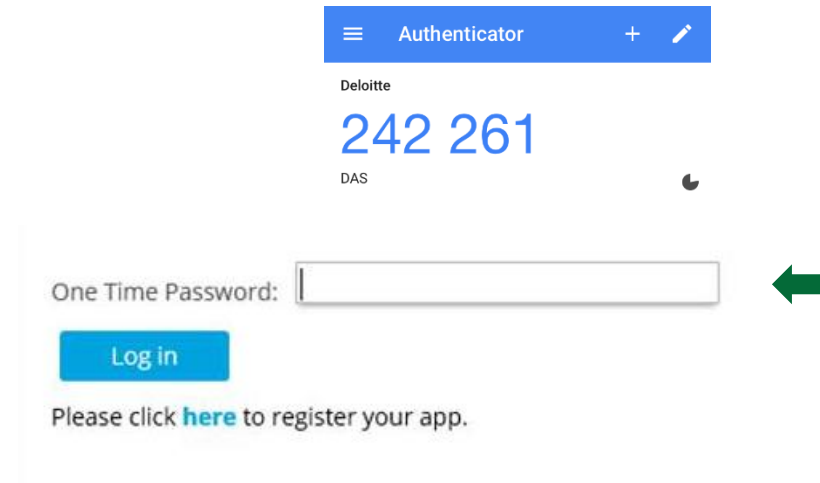
Please enter your email address and password:

E-mail:

Password:

Log In

Stap 4: Genereer een "One-Time-Password" met de Authenticator App op uw smartphone en geef de cijfercode in:



Authenticator

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DAS

One Time Password:  ←

Log in

Please click [here](#) to register your app.

Stap 5: Klik op "log in"

Stap 6: Welkom op 'My Benefits My Choice'





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