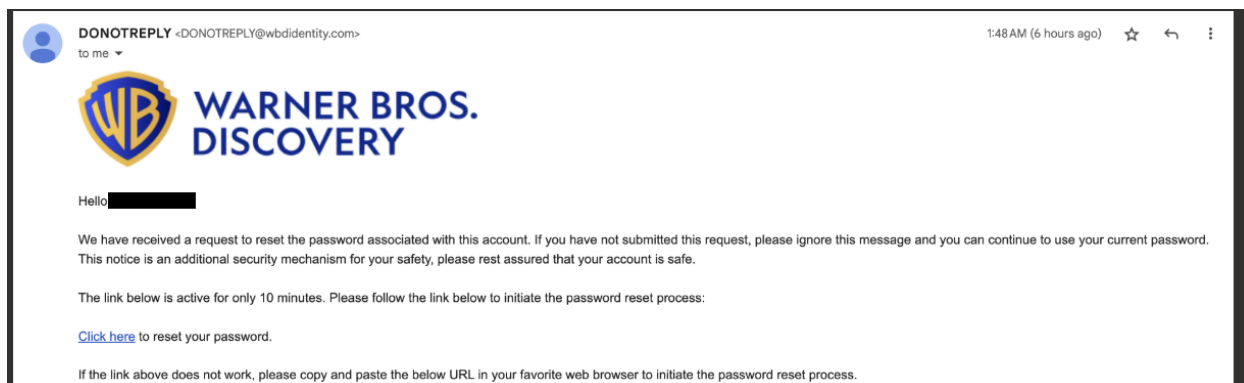


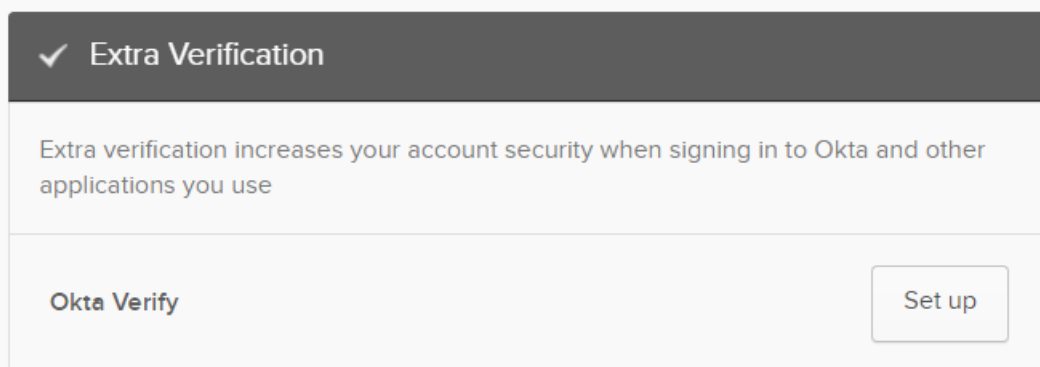
Activating Okta:

1. Go to <https://wmbiz.okta.com>.
2. Select "Forgot Password"

You should receive an email that looks like this:

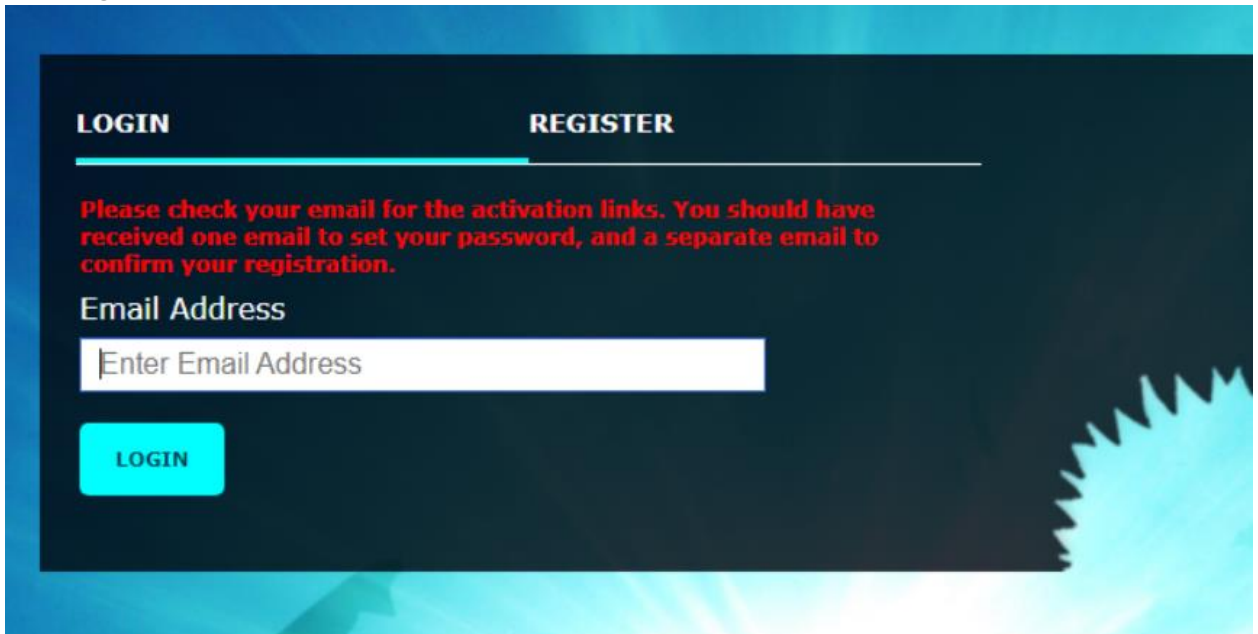


3. Follow the link and create a new password.
4. If you do not receive an email, your account may need an additional step prior to activating. Go back to <https://wmbiz.okta.com> and enter both your email and the password that you plan to use in the Password box and you should be able to log in.
 - a. Navigate to your name at the top right, then Settings
 - b. Navigate to Extra Verification and select Set Up.



5. If you do not receive an email or ability to activate your account from either of these actions, please notify production_ops@discovery.com and any contacts on your support email thread.
6. If these steps work, notify production_ops@discovery.com and any contacts on your support email thread that you have reset your password/successfully gotten in to <https://wmbiz.okta.com>.
7. Navigate to producers.discovery.com and enter your email at the login box. Please notify the group on your support email if you continue to receive an error at the email entry stage that looks like this: we may need to run an additional step on the WBD side if you see this error at

this stage.

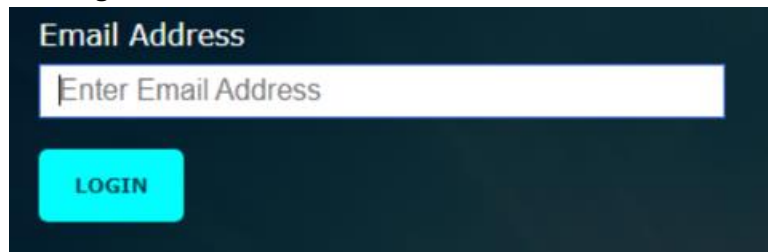


8. If you do not receive the error above and can sign in, use the username and password you authenticated at <https://wmbiz.okta.com>.

Okta MFA Setup

First-Time:

1. Navigate to producers.discovery.com and enter your email in the login box. Press the blue login button.



2. Have your camera-enabled smart device (Apple/Android, phone/tablet) ready and download the Okta Verify app to it.
3. On your device, select "Add Account" in the Okta Verify app and follow the options to scan an authentication QR code.
4. Follow the on-screen instructions in your producers.discovery.com Chrome tab to mount the QR code and scan it.
5. Continue sign-in.

New Phone/tablet/smart device:

1. WBD must reset your access to our Okta applications if you intend on using a new smart device. Contact production_ops@discovery.com and we will have your overall access reset, then you can follow the flow above.