Virtua Web Portal

Dual Factor Security for iOS and Android Devices

Enroll in SMS Text Message (One-Time Password)

Any technical support required with the enrollment, please contact Virtua IS Service Desk at 856-355-1234

1. Click here to launch the enrollment page: https://ssm.virtua.org.

2. Type in your Virtua Network Username & Password.

   First time logging on Virtua Network, you need to change your password. - See step 3
3. If this is your first time logging on Virtua Network, you will receive a Password Change window.

4. You will need to enter your temporary/current password in the Current Password field

5. Create a new password following these parameters

   - Must contain at least 8 characters
   - Must contain characters from at least 3 of the 4 following categories:
     - Uppercase letters (required)
     - Lowercase letters (required)
     - Numbers (required)
     - Special character (!, @, #, $, %, &, *, etc., optional)
   - Passwords cannot be dictionary words or easily guessed
   - Passwords must be changed significantly and cannot be repeated

Continue to next page...
7. On the Personal Information registration page, complete the following steps:

1. Select Mobile Phone from the dropdown
2. Enter a plus symbol (+) and your 10 digit number with Country Code (e.g. +18003551000),
3. No dashes or spaces.
4. Associate your account with one of the available images by clicking on a picture.
5. When finished, click Next at the bottom of the page
8. Select five unique security questions and fill-in an appropriate answer beneath each one.

9. Click Next to complete

A one-time password via SMS text message to your mobile device whenever you access remotely through Virtua Web Portal.

END OF INSTRUCTIONS