# Step by Step:
## Register for the Member Website

**1**
- Go to **HealthAdvocate.com/canonmedical**

**2**
- Click **Register Now**



**3**
- Enter your personal information
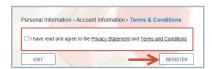- Then click **Save and Continue**



**4**
- Create a unique username and password
- Provide an active email address
- Select security questions
- Then click **Save and Continue**



**5**
- Read Privacy Statement and Terms and Conditions
- Place a check mark in the box indicating the terms have been accepted
- Click **Register**



**6**
- You will receive a message congratulating you and advising you to sign in by clicking on **Continue**
- Verify your account through your email before logging in for the first time



## Having trouble accessing the website? We can help.

**866.695.8622**

Email: answers@HealthAdvocate.com

Web: **HealthAdvocate.com/canonmedical**

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# Step by Step:
## Two-Factor Authentication

**7**
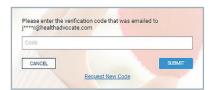- Log in using your username and password



**8**
- After logging in, you'll be asked to secure your account. Click **Request Code**

  This important feature provides improved security and you will no longer be required to change your password every 90 days.



**9**
- Enter the verification code that is sent to you via email and click **Submit**
- You'll then be directed to the website



**10**
You will be asked to enable two-factor authentication each time you log in from a new device.

Once it is enabled on a device, you will not be asked to do so again on that device. You can manage your settings from the **Preferences** menu.

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