

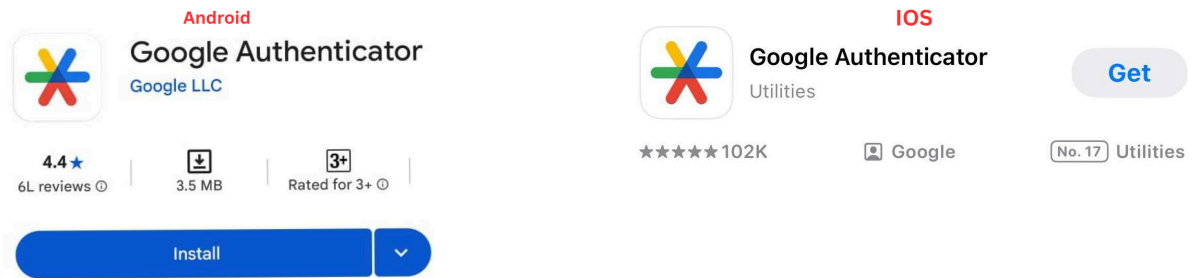
Judicial Officers' Portal

- 1) Google Authenticator Guide
- 2) Remember me Guide

Google Authenticator User Guide

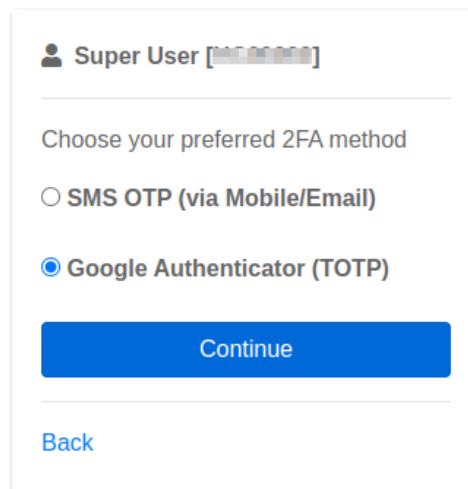
Step 1: Install the Google Authenticator App

1. Open the **Play Store (Android)** or **App Store (iPhone)** on your mobile.
2. Search for “**Google Authenticator**”.
3. Tap **Install**.



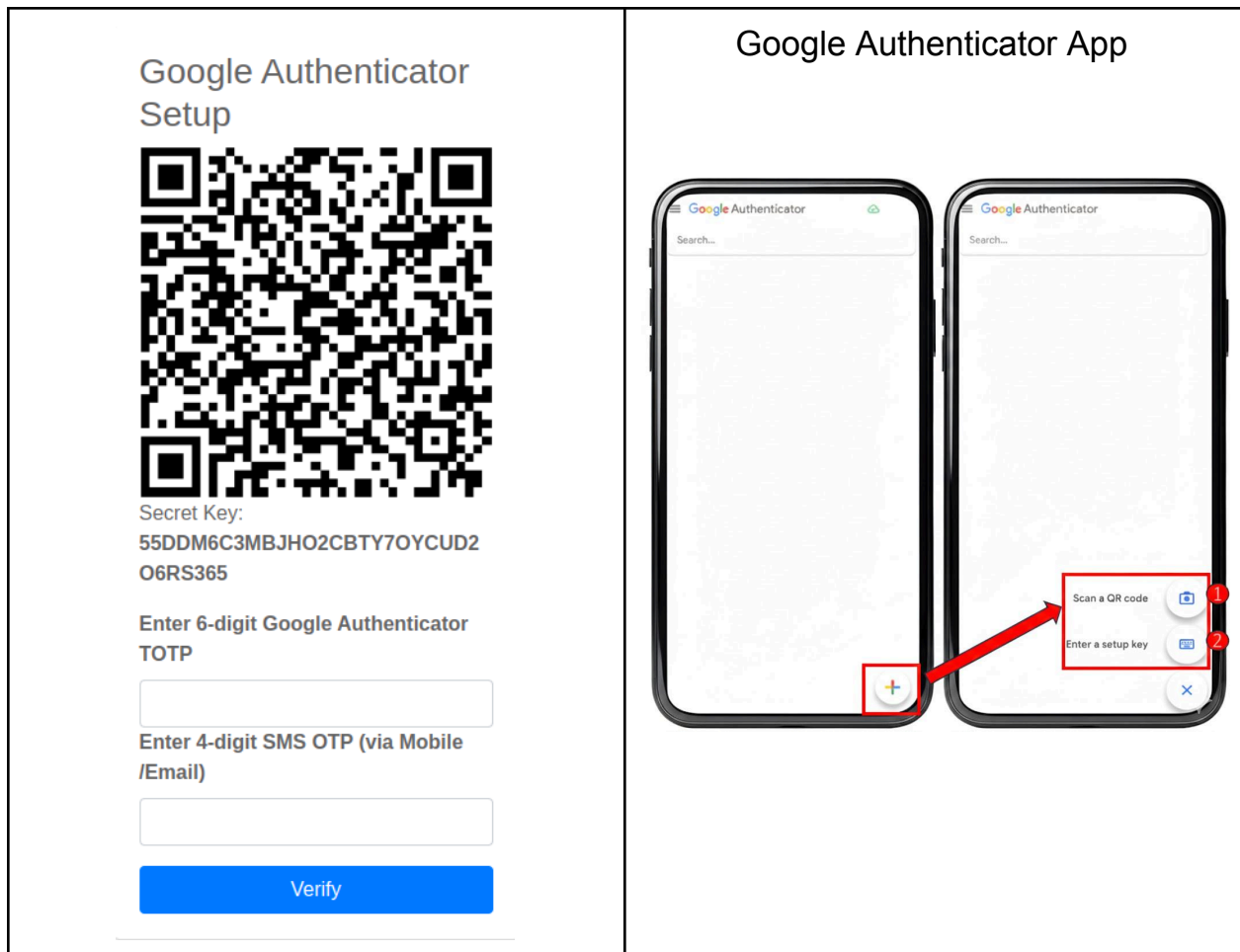
Step 2: Log in to the Judicial Officer's Portal

1. Enter your **username and password** as usual.
2. On the next screen, select **Google Authenticator (TOTP)** → **Continue**.



First-time users will automatically reach the Google Authenticator setup screen. Here, you will see a QR code and a Secret Key.

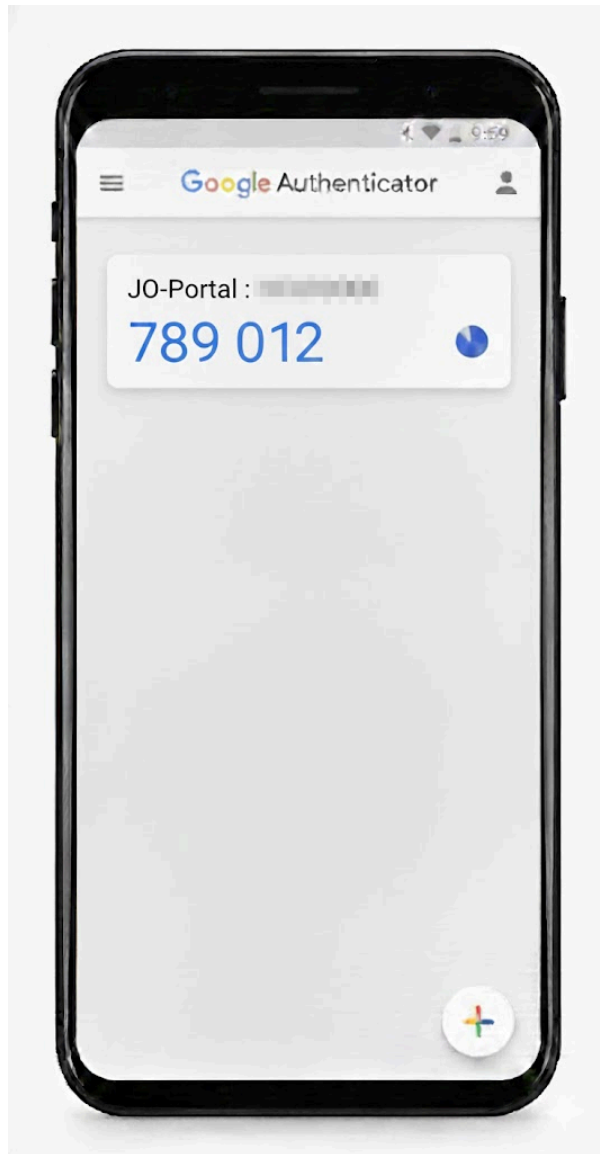
-> Open Google Authenticator App in mobile and scan the QR Code



Step 3: Get Your 6-Digit Code

After setup, the app will show a 6-digit code for JO Portal that refreshes every 30 seconds.

This code is called a TOTP (Time-based One-Time Password).




Step 4: Complete Verification

Enter the following on the judicial officer's portal:

- The **6-digit code from Google Authenticator**, and
- The **4-digit SMS OTP** you receive on your mobile / email.

Click **Verify**.

Google Authenticator
Setup



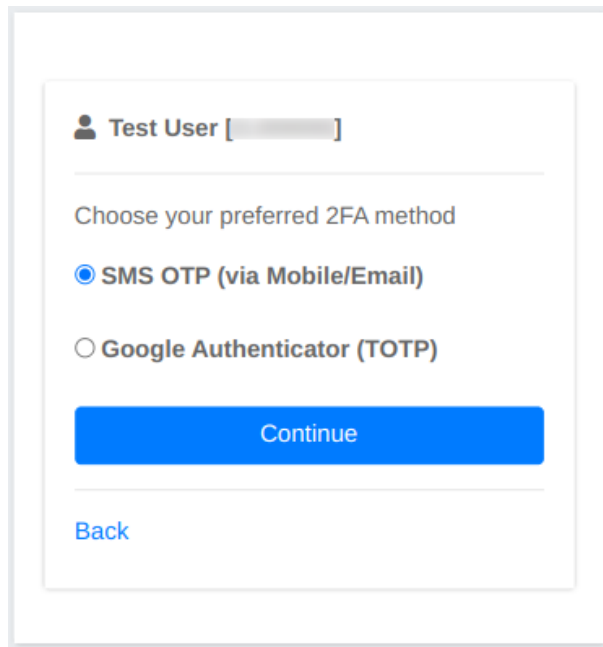
Secret Key:
BADR2Y4OBBO5WXUODUUDTY4CF
BWEM32I

Enter 6-digit Google Authenticator
TOTP

Enter 4-digit SMS OTP (via Mobile
/Email)

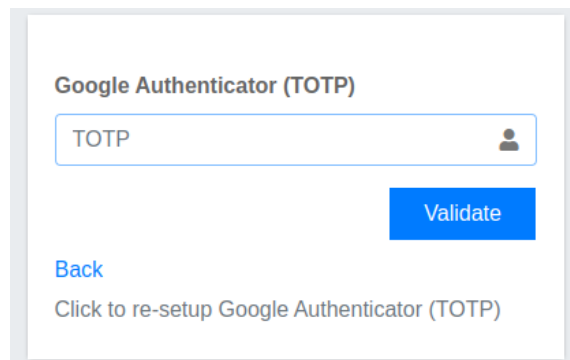
Verify

Step 5: After successful setup/verification you will be redirected to this page.



A screenshot of a user selection screen. At the top, it says "Test User []" with a person icon. Below that, it says "Choose your preferred 2FA method". There are two radio button options: "SMS OTP (via Mobile/Email)" which is selected, and "Google Authenticator (TOTP)". A blue "Continue" button is centered below the options. At the bottom left, there is a blue "Back" link.

Step 6: Now select Google Authenticator (TOTP) and continue. Enter 6 digit TOTP from Google Authenticator app.



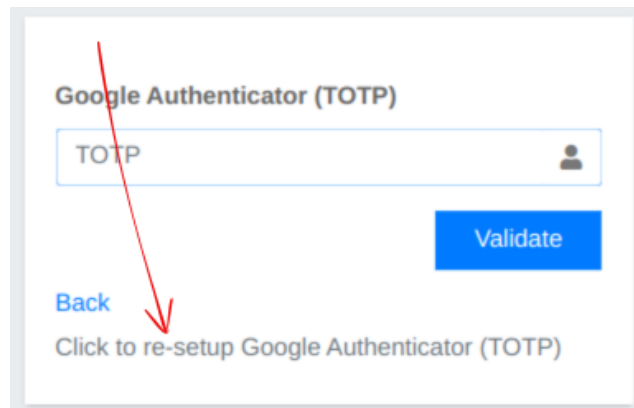
A screenshot of a validation screen for Google Authenticator (TOTP). The title is "Google Authenticator (TOTP)". Below the title is a text input field containing "TOTP" and a person icon. To the right of the input field is a blue "Validate" button. At the bottom left, there is a blue "Back" link. Below the "Back" link, it says "Click to re-setup Google Authenticator (TOTP)".

Step 7: Login Next Time

1. Select **Google Authenticator (TOTP)**.
2. Open the Google Authenticator app.
3. Enter the **6-digit code** shown there.

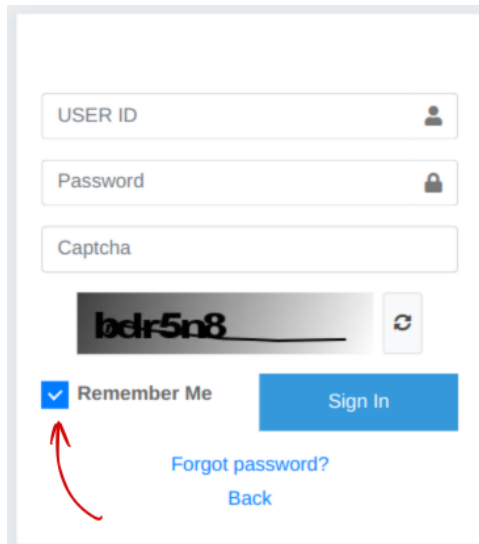
Note: You can set up Google Authenticator only on one device at a time.

❖ Resetup Google Authenticator App



Remember Me User Guide

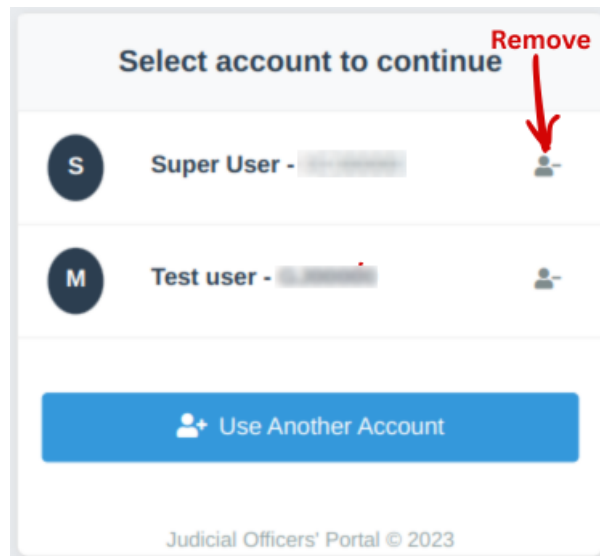
The '**Remember Me**' option helps you stay logged in without entering your username and password every time. It safely saves your login on the same device so you can access your account faster. Use this option only on your personal or trusted devices.



The screenshot shows a login form with the following elements:

- USER ID input field with a user icon on the right.
- Password input field with a lock icon on the right.
- Captcha input field.
- A captcha image showing the text "ldr5n8" with a refresh button to its right.
- A checked checkbox labeled "Remember Me" with a red arrow pointing to it.
- A blue "Sign In" button.
- Links for "Forgot password?" and "Back" below the sign in button.

- After selecting the option remember me , login next time will show a selection of accounts remembered on that device.
- click on username to login.
- To Remove a remembered account click on the remove button shown.

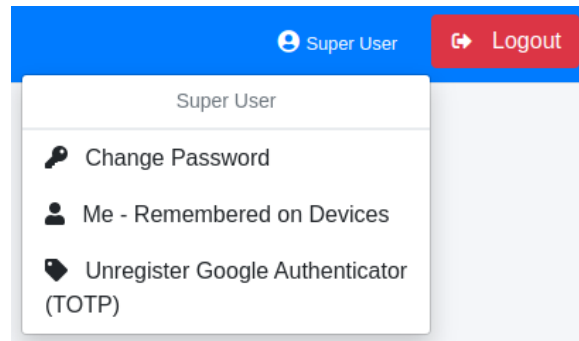


The screenshot shows the account selection screen with the following elements:

- Header: "Select account to continue" with a "Remove" button in red text to its right.
- Account 1: "Super User - [redacted]" with a circular icon containing the letter "S" and a user icon to the right.
- Account 2: "Test user - [redacted]" with a circular icon containing the letter "M" and a user icon to the right.
- A blue button at the bottom: "Use Another Account" with a user icon and a plus sign.
- Footer: "Judicial Officers' Portal © 2023".

❖ Options Available Under Your Username





On the home page of JO Portal , top-right side your username will be shown. Clicking on it, you will see options.



1) Me - Remembered on Devices

- This option shows the list of devices where you chose “Remember me.”
- If you no longer use a device or want to remove it for safety, you can delete it from this list.

To remove remember me from a specific device , click on the delete button shown along with that.

Device / Client	Saved on	Last Used Date	Action
Mozilla/5.0 (X11; Ubuntu; Linux x86_64; rv:145.0) Gecko/20100101 Firefox/145.0	06-12-2025 15:33:45	06-12-2025 16:45:50	 Delete
Mozilla/5.0 (X11; Ubuntu; Linux x86_64; rv:145.0) Gecko/20100101 Firefox/145.0	08-12-2025 10:51:08	08-12-2025 17:17:41	
Mozilla/5.0 (iPhone; CPU iPhone OS 16_6 like Mac OS X) AppleWebKit/605.1.15 (KHTML, like Gecko) Version/16.6 Mobile/15E148 Safari/604.1	08-12-2025 15:14:26	09-12-2025 11:04:54	 

2) Unregister Google Authenticator (TOTP)

- To unregister / remove google authenticator setup (TOTP).