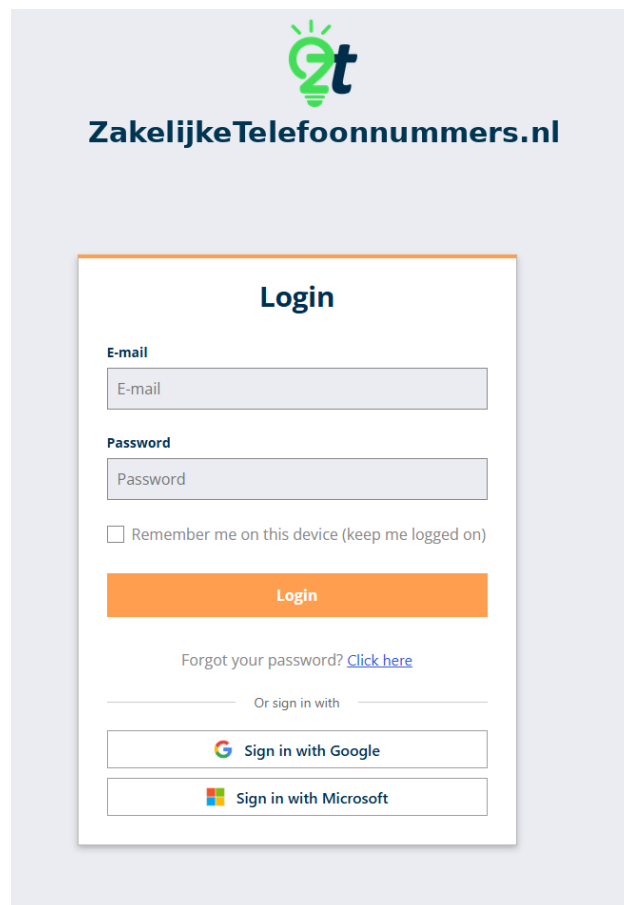


ZakelijkeTelefoonnummers.nl

User guide for SSO, two-factor authentication and account settings

For customers who want to log in to the ZakelijkeTelefoonnummers.nl platform securely and easily.

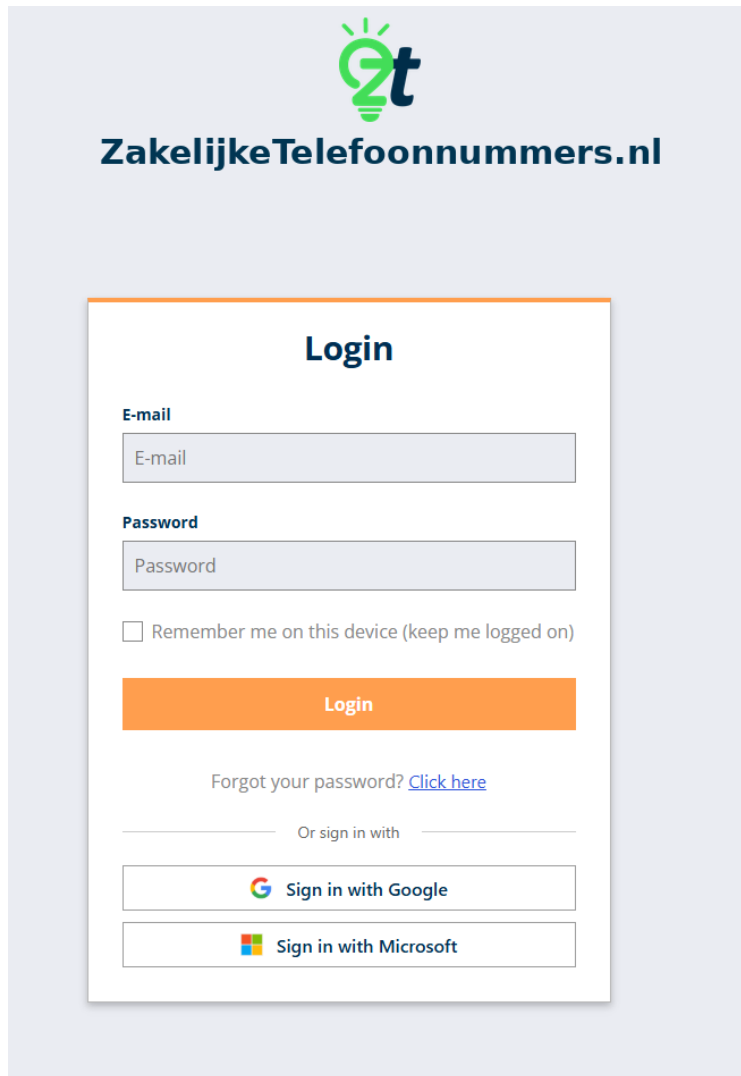


The screenshot shows the login interface for ZakelijkeTelefoonnummers.nl. At the top is the logo, which consists of a green lightbulb with a stylized 'zt' inside, followed by the text 'ZakelijkeTelefoonnummers.nl'. Below the logo is a white login box with an orange border. The box is titled 'Login' in bold. It contains two input fields: 'E-mail' and 'Password'. Below the password field is a checkbox labeled 'Remember me on this device (keep me logged on)'. An orange 'Login' button is positioned below the checkbox. Underneath the button is a link: 'Forgot your password? [Click here](#)'. Below this is a separator line with the text 'Or sign in with'. At the bottom of the box are two buttons: 'Sign in with Google' (with the Google logo) and 'Sign in with Microsoft' (with the Microsoft logo).

Important: Always use your full business email address. Never share your password, QR code or verification code with anyone.

1. Logging in and Single Sign-On (SSO)

You can log in with your ZakelijkeTelefoonnummers.nl password or with a linked Google or Microsoft account.



ZakelijkeTelefoonnummers.nl

Login

E-mail

Password

☐ Remember me on this device (keep me logged on)

Login

Forgot your password? [Click here](#)

Or sign in with

 Sign in with Google

 Sign in with Microsoft

Choose your login method

Use one of the following options:

- 1 • Standard login: enter your full email address and ZakelijkeTelefoonnummers.nl password and click Login.
- SSO with Google: click Sign in with Google.
- SSO with Microsoft: click Sign in with Microsoft.

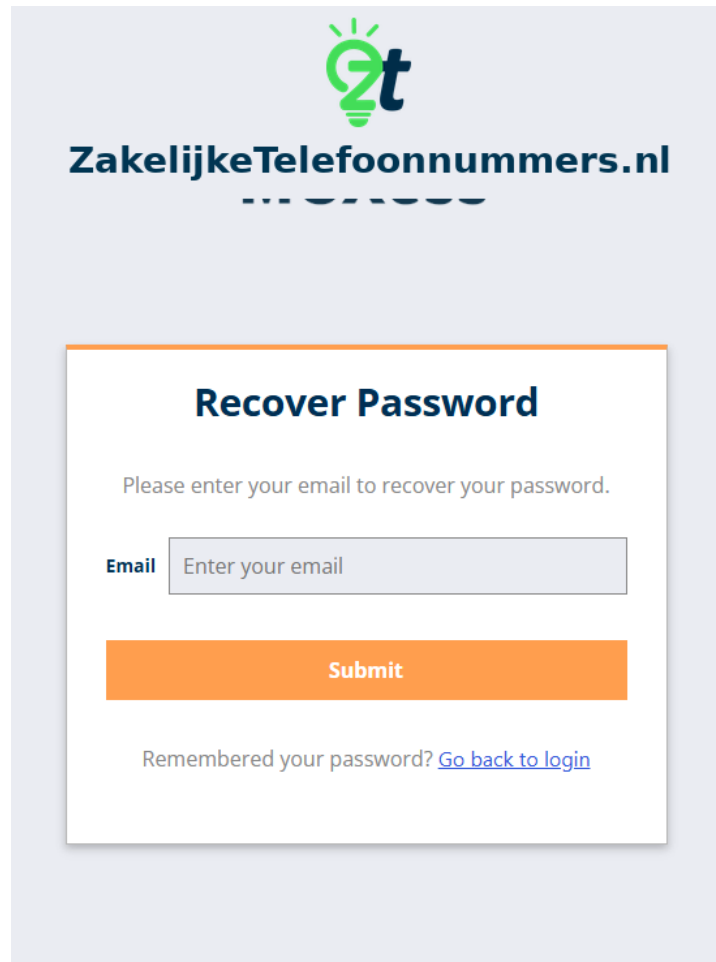
SSO only works after the relevant Google or Microsoft account has been linked to your



ZakelijkeTelefoonnummers.nl account via the Security tab.

2. Resetting your password

Follow these steps if you have forgotten your ZakelijkeTelefoonnummers.nl password.



The screenshot shows the 'Recover Password' form on the ZakelijkeTelefoonnummers.nl website. At the top is the logo, which consists of a green lightbulb with a stylized 'Zt' inside. Below the logo is the text 'ZakelijkeTelefoonnummers.nl'. The form itself is a white box with an orange border. It has a title 'Recover Password' in bold. Below the title is a message: 'Please enter your email to recover your password.' There is an input field labeled 'Email' with the placeholder text 'Enter your email'. Below the input field is an orange 'Submit' button. At the bottom of the form, there is a link: 'Remembered your password? [Go back to login](#)'.

Request a new password

2

On the login screen, click Click here next to Forgot your password?. Then enter your full email address and click Submit.



ZakelijkeTelefoonnummers.nl

Reset Password

New Password

Confirm Password

Reset Password

3

Open the unique reset link

You will receive an email containing a personal, one-time URL. Open this link and enter the same new password twice.

Didn't receive an email? Also check your Junk Email or Spam folder. Only then request a new reset link.



ZakelijkeTelefoonnummers.nl

Login

Password reset successfully.

E-mail

Password

☐ Remember me on this device (keep me logged on)

Login

Forgot your password? [Click here](#)

Or sign in with

 Sign in with Google

 Sign in with Microsoft

4

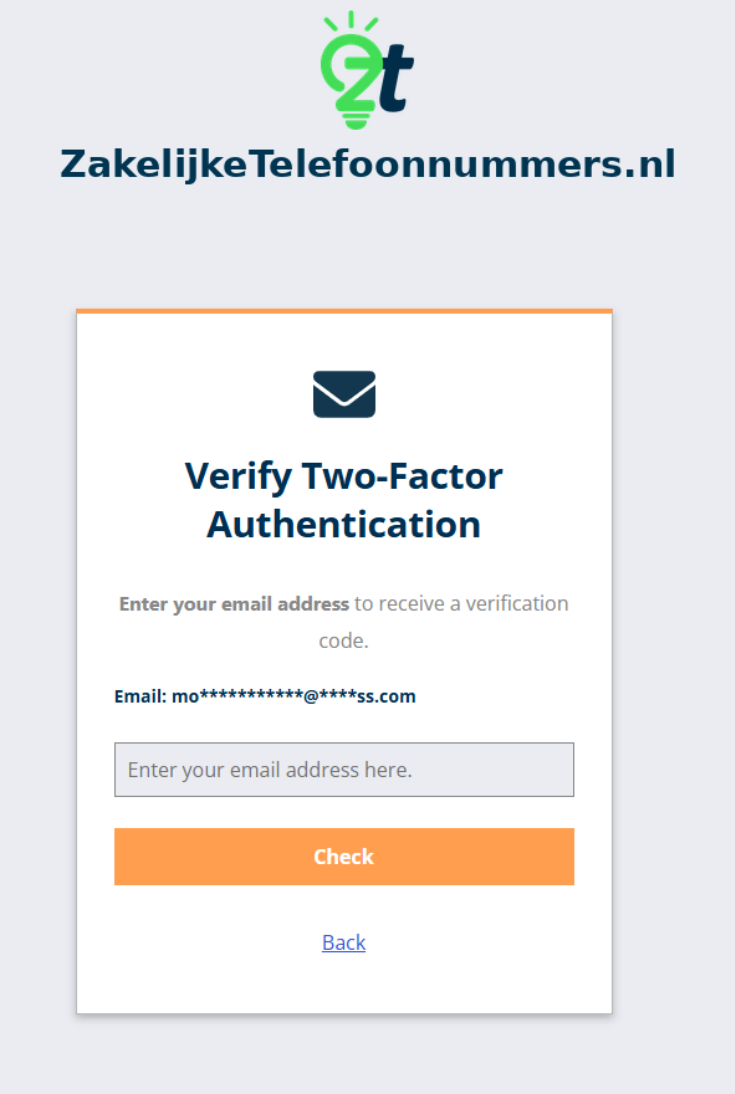
Confirm the new password

Click Reset Password. After a successful change, the message Password reset successfully will appear. You can then log in immediately using the new password.

Secure password: Use a unique password that you do not use for other services. A longer passphrase is usually easier to remember and harder to guess.

3. Logging in with email verification

For some sign-ins, ZakelijkeTelefoonnummers.nl verifies your identity using a verification code sent by email.



The screenshot shows the ZakelijkeTelefoonnummers.nl login interface. At the top is the logo, a green lightbulb with a stylized 'zt' inside. Below the logo is the text 'ZakelijkeTelefoonnummers.nl'. The main content area is a white box with a dark blue envelope icon at the top. Below the icon is the heading 'Verify Two-Factor Authentication'. Underneath is the instruction 'Enter your email address to receive a verification code.' followed by an example email 'Email: mo*****@****ss.com'. There is a text input field with the placeholder 'Enter your email address here.' and an orange 'Check' button. At the bottom of the white box is a blue 'Back' link.

Confirm your full email address

5

Enter your full email address on the verification screen. The address must exactly match the email address associated with your ZakelijkeTelefoonnummers.nl account. Then click Check.

6

Enter the code you received

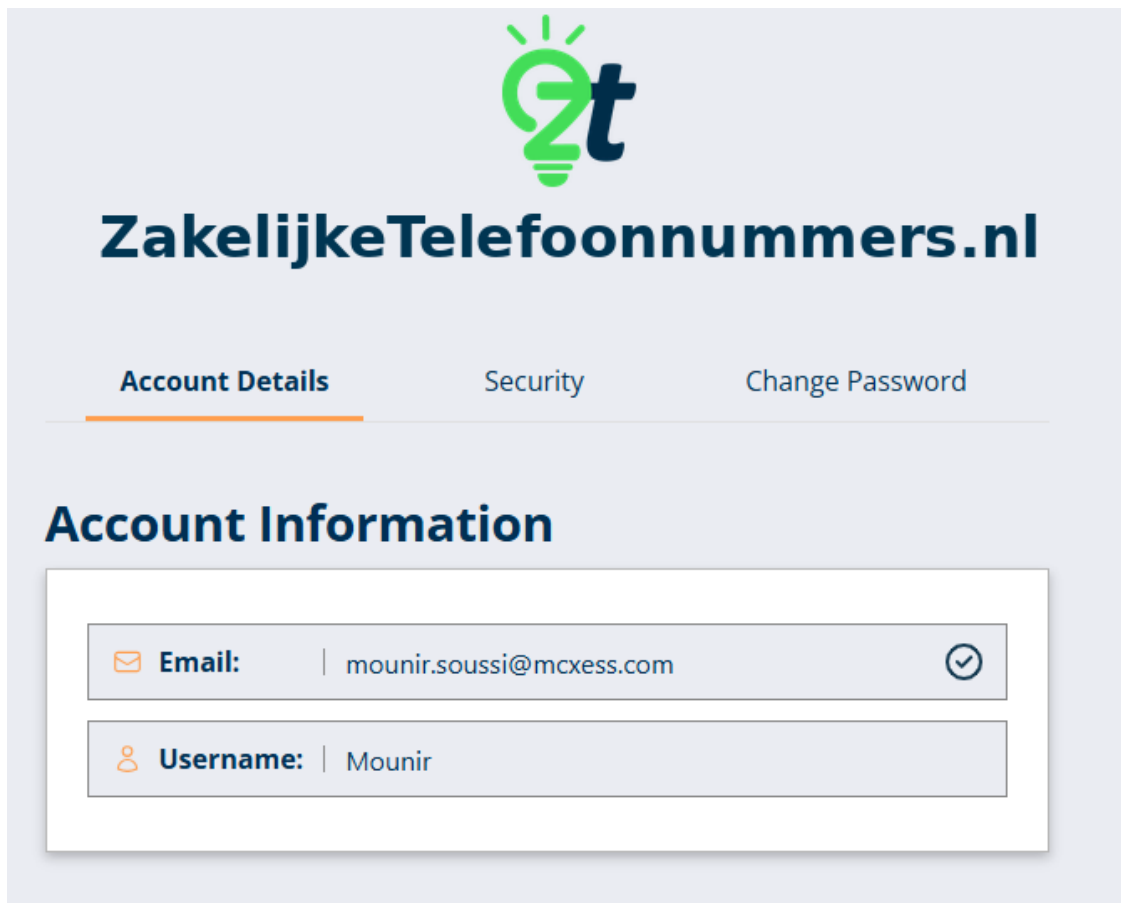
ZakelijkeTelefoonnummers.nl sends a temporary verification code to your email address. Open the message, enter the code on the verification screen and click Verify. After successful verification, you will be logged in.

A verification code is valid for a limited time.

Request a new code if the previous code is no longer accepted.

4. Viewing account details

After logging in, you can review your registered account details.



Open Account Details

7

In the Account Details tab, you can see the email address and username linked to your ZakelijkeTelefoonnummers.nl account. Check these details before configuring SSO or 2FA.

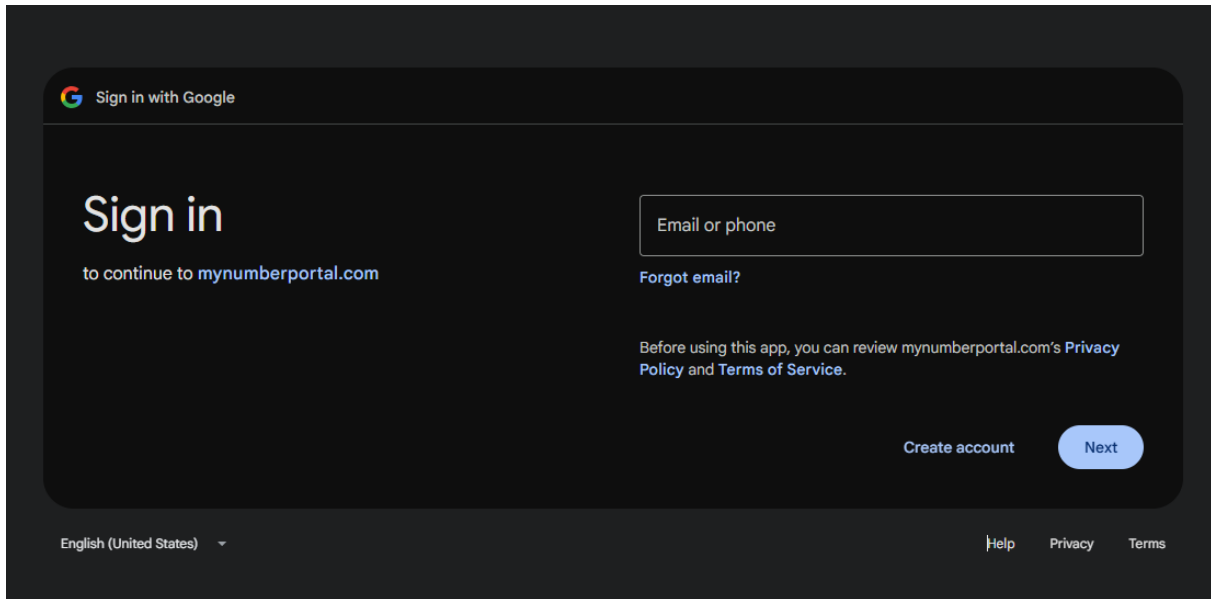
5. Linking Google or Microsoft for SSO

Use the Security tab to link an external account to ZakelijkeTelefoonnummers.nl. You can then use the corresponding SSO button on the login screen.



Start linking the account

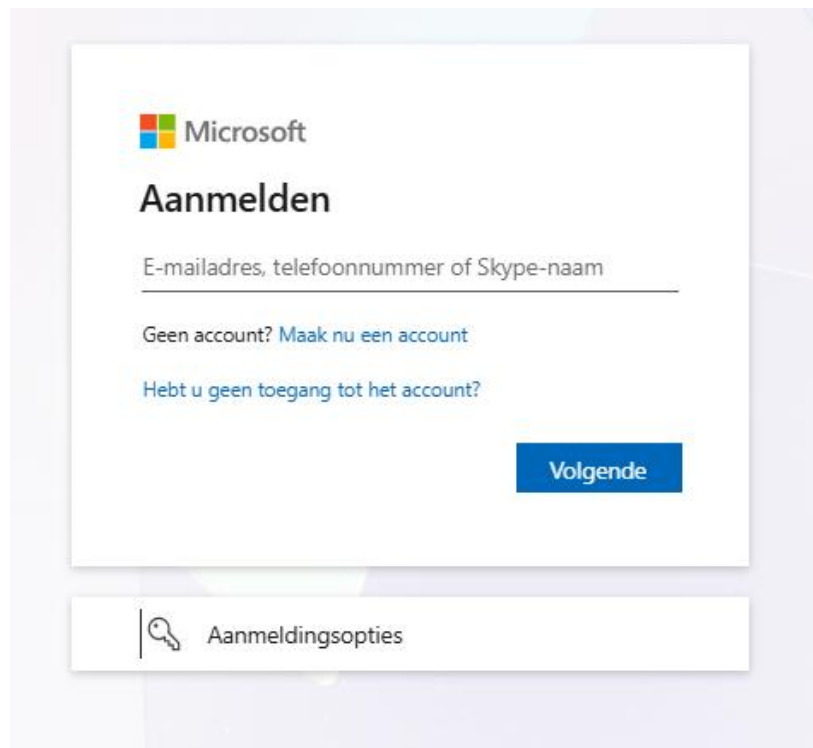
- 8 Click Link next to Google or Microsoft. You will be redirected to the secure sign-in page of the selected provider.



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Link a Google account

On the Google page, enter your email address or phone number and click Next. Then enter your Google password and complete any additional security checks. After granting permission, you will be redirected back to ZakelijkeTelefoonnummers.nl.



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Link a Microsoft account

On the Microsoft page, enter your email address and click Next. Then enter your Microsoft password and complete any additional security checks. After granting permission, you will be redirected back to ZakelijkeTelefoonnummers.nl.

Check: In the Linked Accounts section, the status should change from Not linked to a linked status after the account has been linked successfully.

6. Setting up two-factor authentication (2FA)

With 2FA, a temporary code from an authenticator app is required in addition to your password. This reduces the risk of unauthorized access.

Two-Factor Authentication

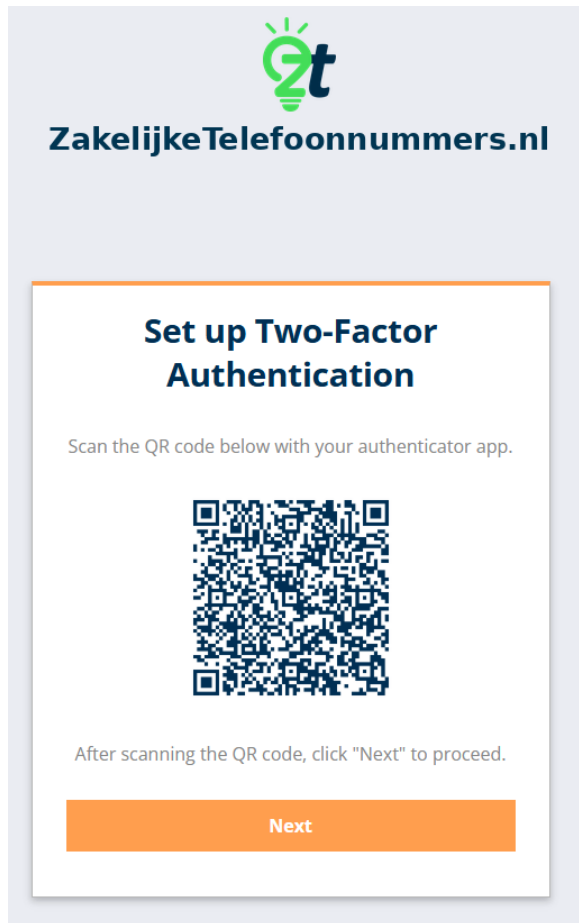


Configure

11

Open the 2FA configuration

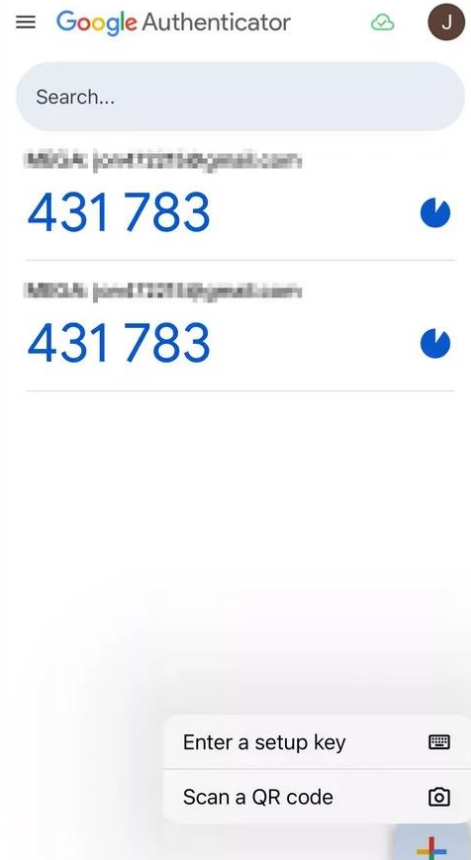
Go to Security and click Configure next to Two-Factor Authentication.

**12****Display the QR code in
ZakelijkeTelefoonnummers.nl**

After clicking Configure, a unique QR code will appear. Keep this screen open while setting up the authenticator app on your phone.

The QR code provides access to your 2FA configuration. Do not share the QR code or take a photo of it.

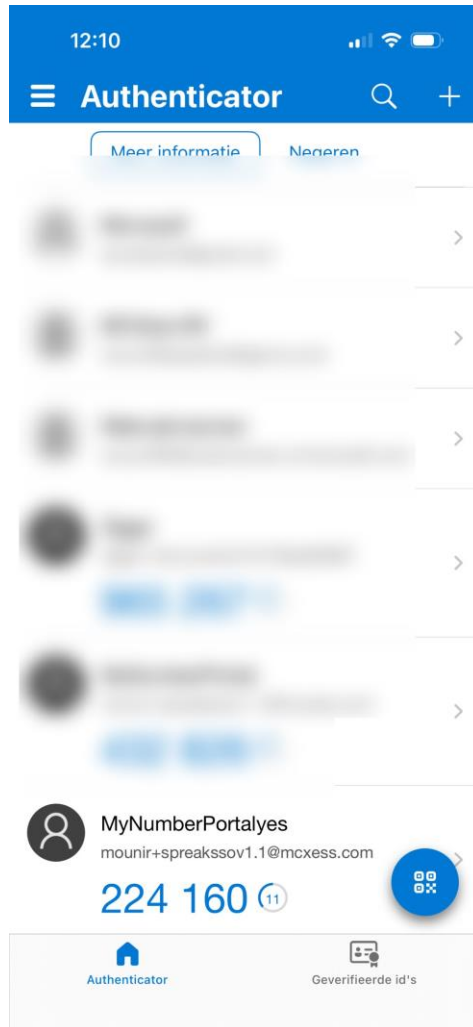
Google Authenticator

**13**

Add the QR code in Google Authenticator

Open Google Authenticator, tap + at the bottom right and select Scan a QR code. Point the camera at the QR code in ZakelijkeTelefoonnummers.nl. The ZakelijkeTelefoonnummers.nl verification code will then be added automatically.

Microsoft Authenticator



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Add the QR code in Microsoft Authenticator

Open Microsoft Authenticator and tap + at the top right. Choose Other account or Work or school account and select Scan QR code. Point the camera at the QR code in ZakelijkeTelefoonnummers.nl. The new ZakelijkeTelefoonnummers.nl account will then appear in the app.

The account names and verification codes in the image have been obscured for privacy. The blue QR button at the bottom right can also be used to scan a QR code.

Confirm the temporary code

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The authenticator app displays a six-digit code that is refreshed regularly. Enter the current code in ZakelijkeTelefoonnummers.nl and confirm the configuration. When 2FA is active, this will be shown in the Security tab.

At your next sign-in: Open your authenticator app, enter the current six-digit code and confirm the sign-in before the code expires.

7. Other security settings

You can also review active sessions in the Security tab.

Review active sessions

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Under Active Sessions, you can see where your account is currently signed in. Click View details to see additional information about a session.

Log out all sessions

17

Use Log Out All Sessions if you suspect that your account is signed in on an unknown or lost device. You will then be logged out on all devices and will need to sign in again.

Change password

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Open the Change Password tab when you want to replace your current password as a precaution. Again, use a unique password and preferably store it in a trusted password manager.

Support: Contact support@zakelijketelefoonnummers.nl if you can no longer access your account.