Memo

Date: October 28, 2024

To: Pastors, principals, administrators, business managers and bookkeepers

From: Patrick Warner, parish accounting manager, Office of Finance

Re: ParishSOFT Accounting—New Multi-Factor Authentication log in beginning October 30

Starting October 30, ParishSOFT will implement a new login process, for ParishSOFT Accounting, using **Multi-Factor Authentication (MFA)**. The MFA process requires you to enter a code, typically sent via a text message, to complete the login process.

Starting Wednesday, October 23, a [pop-up message](#) will appear when you log into ParishSOFT Accounting, announcing the new MFA login platform.

When the pop-up appears, you can click on the "Learn More" button to get a checklist of the information you will need to complete the MFA setup process on October 30.

On Tuesday, October 29, ParishSOFT will send an email to all ParishSOFT Accounting users reminding everyone about the new MFA process.

I am in communication with ParishSOFT about this new process. Unfortunately, I cannot set up my MFA login prior to October 30 so, I will be going through the process with everyone else next Wednesday. I will keep you posted as I get additional information.

The ParishSOFT support information is: Email - **support@parishsoft.com** or Call **1-866-930-4774** - Option #2 and then Option #3.