

Client Digital Capabilities: Step-By-Step Instructions

MyMerrill Security Settings

[Home](#)

How to view your Login History (Desktop):

1. Log onto MyMerrill at <http://www.mymerrill.com>
2. Hover over the greeting at the top right of the page and select “Security Center”
3. Click on “Login History” at the top to view your login history to MyMerrill
4. Choose whether or not you want to receive an e-mail alert when your User ID is entered from a new computer or mobile device by changing the toggle at the top of the page

How to view your Login History (Mobile):

1. Log into the MyMerrill mobile app
2. Tap on “Menu”
3. Scroll down and tap on “Settings”
4. Tap on “Login History”

Turn on/off a one-time authorization code when logging into MyMerrill (Desktop):

1. Log onto MyMerrill at <http://www.mymerrill.com>
2. Hover over the greeting at the top right of the page and select “Security Center”
3. Under the Login Security section, choose from the following options to set your one-time authorization code settings:
 - Unrecognized devices
 - Every login
 - None

Turn on/off a one-time authorization code when logging into MyMerrill (Mobile):

1. Log into the MyMerrill mobile app
2. Tap on “Menu”
3. Scroll down and tap on “Settings”
4. Tap on “Extra Login Security”
5. Next to “Authorization Code”, tap the drop-down menu and choose from the following options to set your one-time authorization code settings:
 - Unrecognized devices
 - Every login
 - None

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