Topic: The following document will demonstrate how to enter two-factor information in ESSO and access judiciary applications.

Summary: Passcode information is sent to the email or mobile number provided in the 2 factor section in ESSO.

This Guide is for: Attorneys to enter or update their two factor information and access the Attorney Registration application.
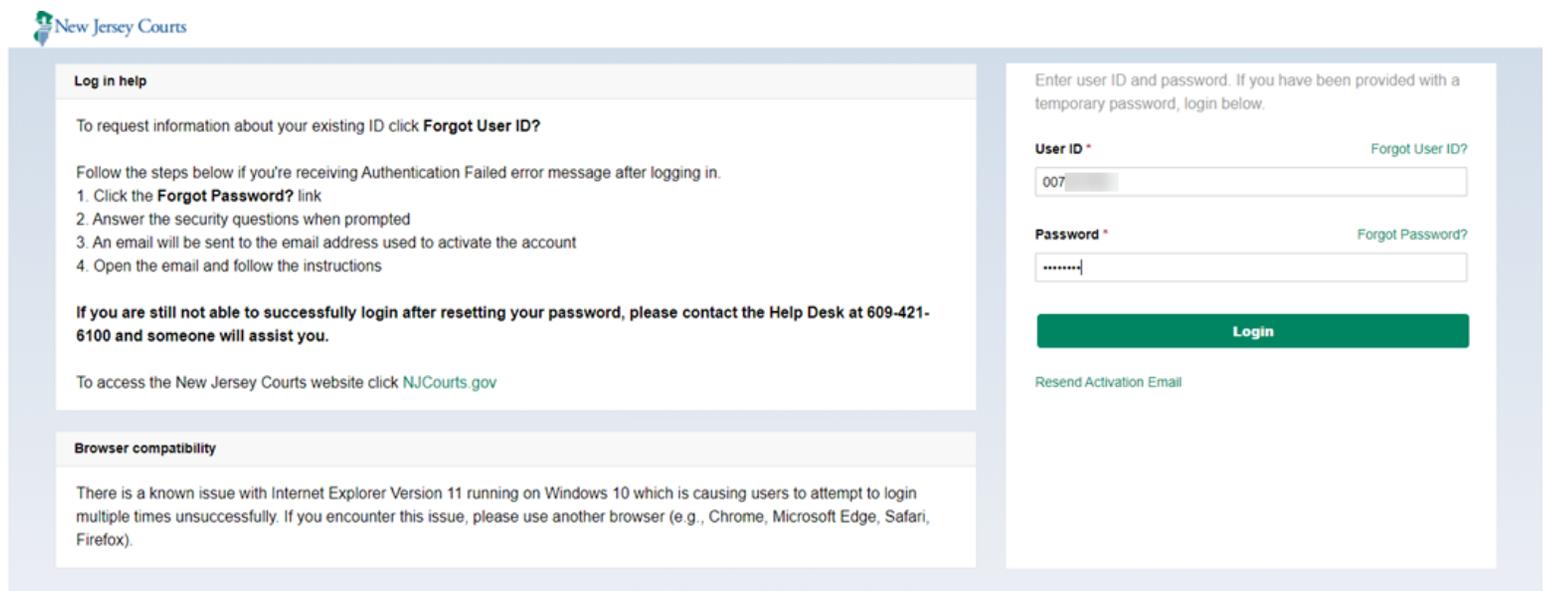
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Login and choose two-factor authentication method

1. Users should enter Attorney Bar ID and password at the Judiciary single sign-on.

New Jersey Courts

Log in help

To request information about your existing ID click **Forgot User ID?**

Follow the steps below if you're receiving Authentication Failed error message after logging in.
1. Click the **Forgot Password?** link
2. Answer the security questions when prompted
3. An email will be sent to the email address used to activate the account
4. Open the email and follow the instructions

If you are still not able to successfully login after resetting your password, please contact the Help Desk at 609-421-6100 and someone will assist you.

To access the New Jersey Courts website click NJCourts.gov

Browser compatibility

There is a known issue with Internet Explorer Version 11 running on Windows 10 which is causing users to attempt to login multiple times unsuccessfully. If you encounter this issue, please use another browser (e.g., Chrome, Microsoft Edge, Safari, Firefox).

Enter user ID and password. If you have been provided with a temporary password, login below.

User ID *   Forgot User ID?
007

Password *   Forgot Password?
••••••••

Login

Resend Activation Email

2. A prompt to choose delivery method of code will display.

Two-Factor Authentication

Choose verification method from the dropdown.

Select

SMS OTP to: 160*****
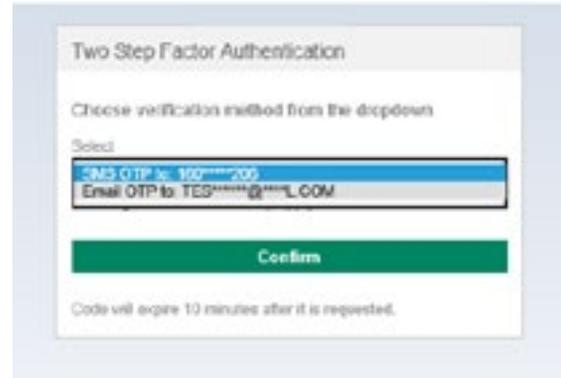
*Message and data rates may apply.

Confirm

Code will expire 10 minutes after it is requested.

3. Click on the dropdown to display the option to select email.

4. Select SMS Text or Email.

5. Click **Confirm** and screen will prompt for passcode.

6. Check the mobile/email address you selected to retrieve the OTP code.

If Email Option is chosen:
You should check your email for an email from 2FA.mbx@njcourts.gov.

The Pin numbers you need to enter are to the RIGHT of the dash (-). In the example below the One-Time Passcode(OTP) is: ????-**942???87** (The Bold numbers are the numbers your will add). Do not copy and paste the entire passcode.

Two Step Factor Authentication

Choose verification method from the dropdown

Select

SMS OTP to: 100*****200
Email OTP to: TES******@****L.COM

Confirm

Code will expire 10 minutes after it is requested.

On-Demand One-Time Passcode

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IMPORTANT: This is an automated response.
Please do not reply to this email.

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Here is your On-Demand One-Time
Passcode(OTP): ▮▮▮-942▮▮87. Expires after
use or 10 minutes.

Please enter the code or copy and paste the code
into the One-Time Passcode(OTP) field to login to
the application.

Thank You,
NJCourtsOnline.com

If Text Message (SMS Option) is Chosen:
You should check your mobile device for a text message from "30890." Unlike the email option, the Text Message (SMS Option) only gives you the numbers needed (without the dash).

7. Enter One-Time Passcode sent to method selected.

8. Click **Login**.

Note: The system will prompt a user for the two-factor code if the last login occurred after more than 48 hours.
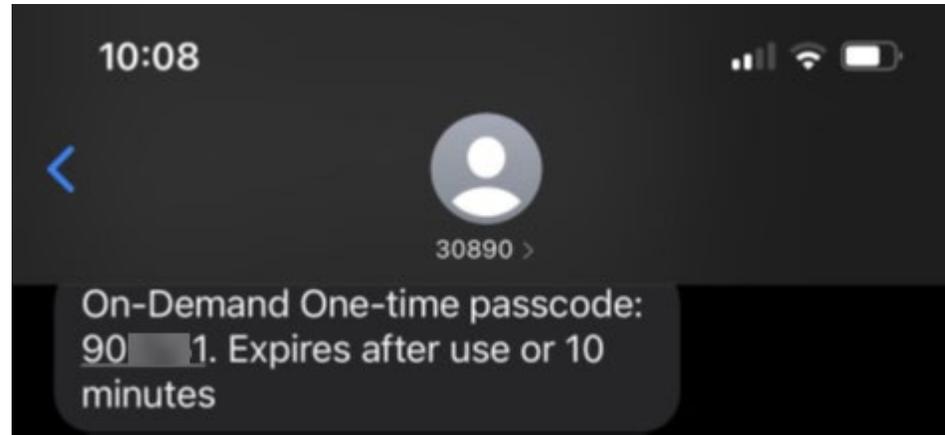
9. The ESSO (Enterprise Single Sign On) portal homepage will display your Judiciary applications. This completes the login process to ESSO using two-factor authentication.

New Jersey Courts - Portal Home Page

Announcements ✕

Generic Message
Internet Explorer Version Issue: There is a known issue with Internet Explorer Version 11 running on Windows 10 which is causing users to attempt to login multiple times unsuccessfully. If you encounter this issue, please use another browser (e.g., Chrome, Microsoft Edge, Safari, Firefox).

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