



City of Toronto - YardiOne Initial Log In Guide

City of Toronto –YardiOne

YardiOne is a single sign-on platform that provides central access to all City of Toronto systems for the administration of housing programs.

[YardiOne](#) is accessible in the following browsers:

- Chrome
- Edge
- Firefox
- Safari

Do not use Internet Explorer as it is not compatible.

Log In

All users must access the YardiOne login page using this [link](#), which can be bookmarked or saved to your browser Favourites for easy access. Your login ID is the email address you provided on your User Agreement.

There are two stages to logging in to YardiOne.

- The initial log in will consist of creating and registering your password and setting up your Multi-Factor Authentication (MFA).
- Once the initial log in is completed, each time you log in to YardiOne you will need to enter a code which will be automatically sent to your email. You can save that code for a period of 7 days by checking the box titled “Remember this device for 7 days”. At the end of the 7 days, you will be required to enter a new code and repeat the process.

Initial Log In to YardiOne (One Time)

1. Access the hyperlink, [YardiOne](#), to navigate to the login page.
2. In the Username field, enter your email address.
3. Click **Forgot Password?** to trigger a password reset email.
4. You will receive an email from no-reply@yardione.com.

5. Click the **Reset your password** button within the email.
6. Enter your password in the Password and Confirm Password fields.
7. Click **Set Password**. The set password confirmation screen displays.
8. Click the **Click Here** hyperlink to be redirected to the login screen.
9. Enter your username and password.
10. Click **Login**. A multi-factor authentication required message displays.
11. Click **OK**.
12. Click **Register**. Your user ID email is auto-populated.
13. Click **Submit**. Email One Time Password Registration screen displays.
14. You will receive an email from no-reply@yardione.com with a code.
15. Enter the code in the Verification Code field.
16. Click **Verify**.
17. Click **Yes** to accept the Term and Conditions.
18. Click **Yes** to accept the Privacy Policy.

The YardiOne dashboard will display the system(s) that you have been granted access to. Click on the tile to open the system(s.)

Video Resources

[YardiOne Initial Login](#)