



# Multi-Factor Authentication (MFA) is here!

## \*Please follow the below guide to register MFA

1) Login to your security page – Add method

$\leftarrow$ $\rightarrow$ $ extbf{C}$ $ extbf{b}$ https	https://mysignins.microsoft.com/security-info		
My Sign-Ins			
8 Overview	Security info		
℅ Security info	These are the methods you use to sign into your account or reset your password.		
Signizations	+ Add method		
📮 Devices	No items to display.		
A Privacy	Lost device? Sign out everywhere		

2) Choose MFA method from the list



# 3) Register MFA

- a) Authenticator APP method
  - Choose Authenticator APP Click Add

My Sign-Ins				
<ul> <li>Overview</li> <li>Security info</li> </ul>	Security info These are the methods you us	se to sign into your account or reset your	password.	
<ul> <li>Organizations</li> <li>Devices</li> <li>Privacy</li> </ul>	No items to disp	Add a method Which method would you like to add? Authenticator app	Cancel	×

• On your phone install Microsoft Authenticator App then click next

My Sign-Ins			
♀ Overview ۶ Security info	Security info These are the methods y	ou use to sign into your account or reset your password.	
Organizations		Authenticator	×
Devices     Privacy	No Lost d	Start by getting the app On your phone, install the Microsoft Authenticator app. Download now After you install the Microsoft Authenticator app on your device, choose "Next". I want to use a different authenticator app	
	_	Cancel	Next

#### • Click next



## • Scan the QR Code



• Open Microsoft Authenticator App on your phone then Add Account



Ready to add your first account?



Choose Work or School Account



• Scan the QR Code





• Approve Sign-in



• Account Added Successfully





### b) SMS Text Authentication method - Add method

### • Choose Phone – Click Add

My Sign-Ins			
<ul> <li>Overview</li> <li>Security info</li> </ul>	Security info These are the methods you	use to sign into your account or reset your password.	
Organizations	+ Add method		-
Devices	No items to disp	Add a method Which method would you like to add?	×
A Privacy	Lost device. Sign out eve	Choose a method Authenticator app	~
		Phone Alternate phone	- 48
		Office phone	



Enter your Phone Number – Text me a code – Next

Enter the code received on your phone – Next





# • SMS Verified Successfully

My Sign-Ins	
Q Overview           % Security info	Security info These are the methods you use to sign into your account or reset your password.
Organizations	Set default sign-in method
Devices	+ Add method Phone ×
A Privacy	SMS verified. Your phone was registered successfully.     Microsoft Authentic     Done
	Lost device? Sign out eve

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