

How to Set Up MFA with Microsoft Authenticator

Follow these easy steps to protect your school account.



1 Download the Microsoft Authenticator App

- For iOS: Go to the App Store.
- For Android: Go to the Google Play Store.
- Then search for **Microsoft Authenticator**



App Store



Google Play



2 Set Up Microsoft Authenticator



Once downloaded, open the app, and **allow notifications**.



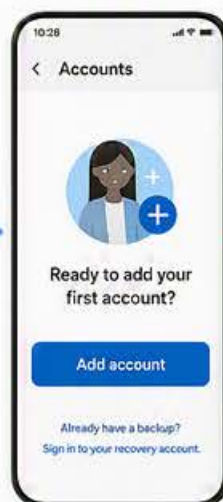
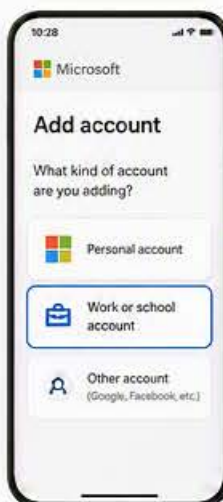
Sign in using your school email address if prompted or select **"Add account"** and choose **"Work or school account."**



Scan the QR code that will be displayed on your computer screen when you try to log in to your email for the **first** time after the MFA implementation date.



Follow any additional prompts to complete the setup.

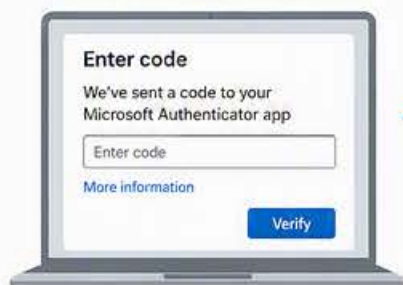


3 Complete the Setup on Your Computer

After scanning the QR code with your Microsoft Authenticator app...

Open the app and enter the 6-digit code shown.

Enter the code on your computer and click **"Verify"**.



You're all set!

You have successfully set up MFA for your school account.

You will now use Microsoft Authenticator to approve sign-ins.

Having issues?

Go to aka.ms/mfasetup to update or reset your sign-in methods.



Need help? Contact your school's IT Help Desk.