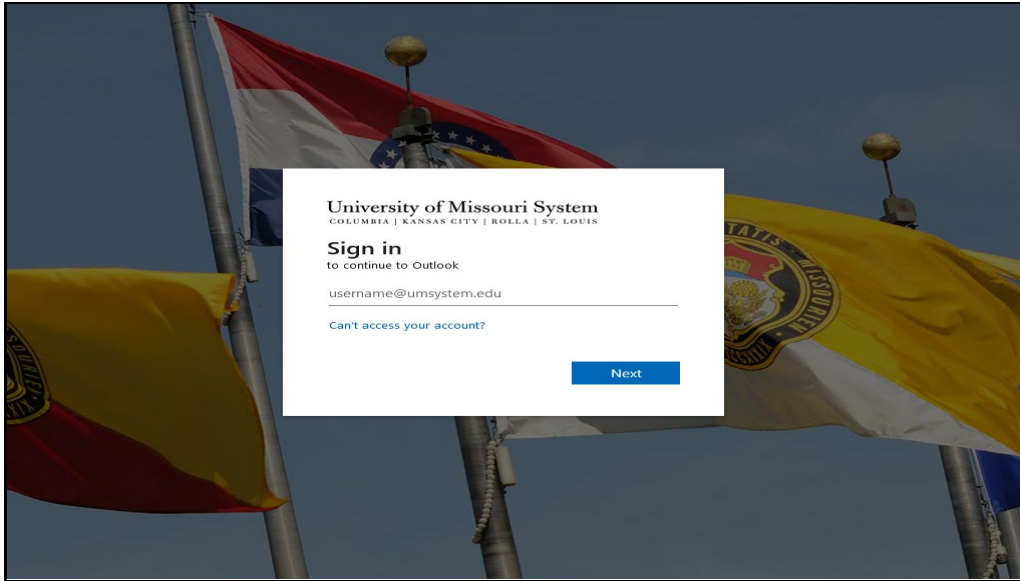
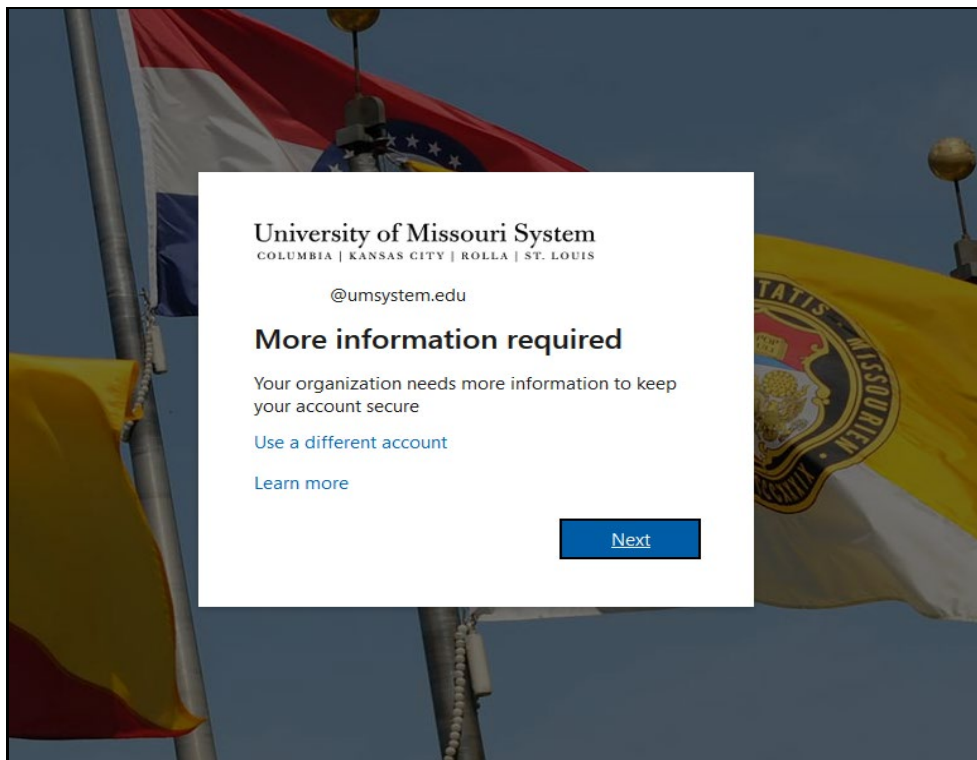


Microsoft Multi Factor Authentication Setup

1. Sign into aka.ms/mfasetup using `ssoid@umsystem.edu` and password.



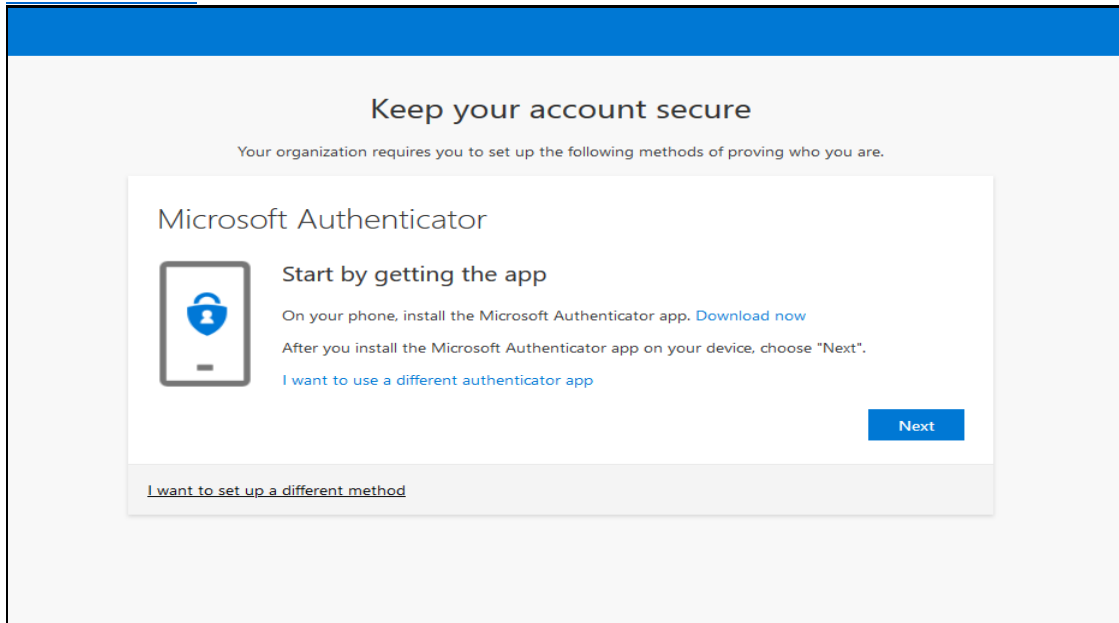
2. If this is your first time signing in, you will be prompted for more information. Click **Next**.



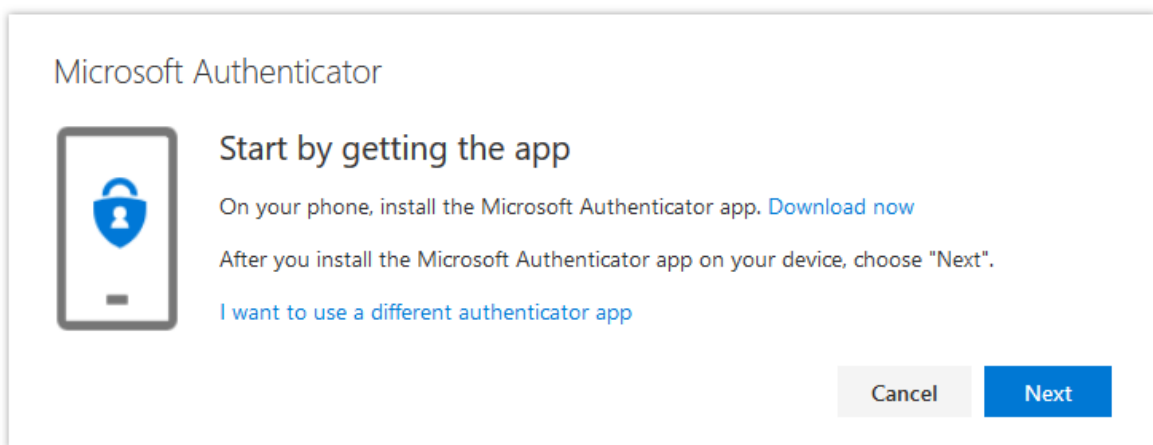
3. You will be prompted to download the **Microsoft Authenticator** app on your mobile device. A download link for sending the app to your device is provided if needed.

If you choose this method you will need your computer and mobile device. You cannot set the app up using just your phone.

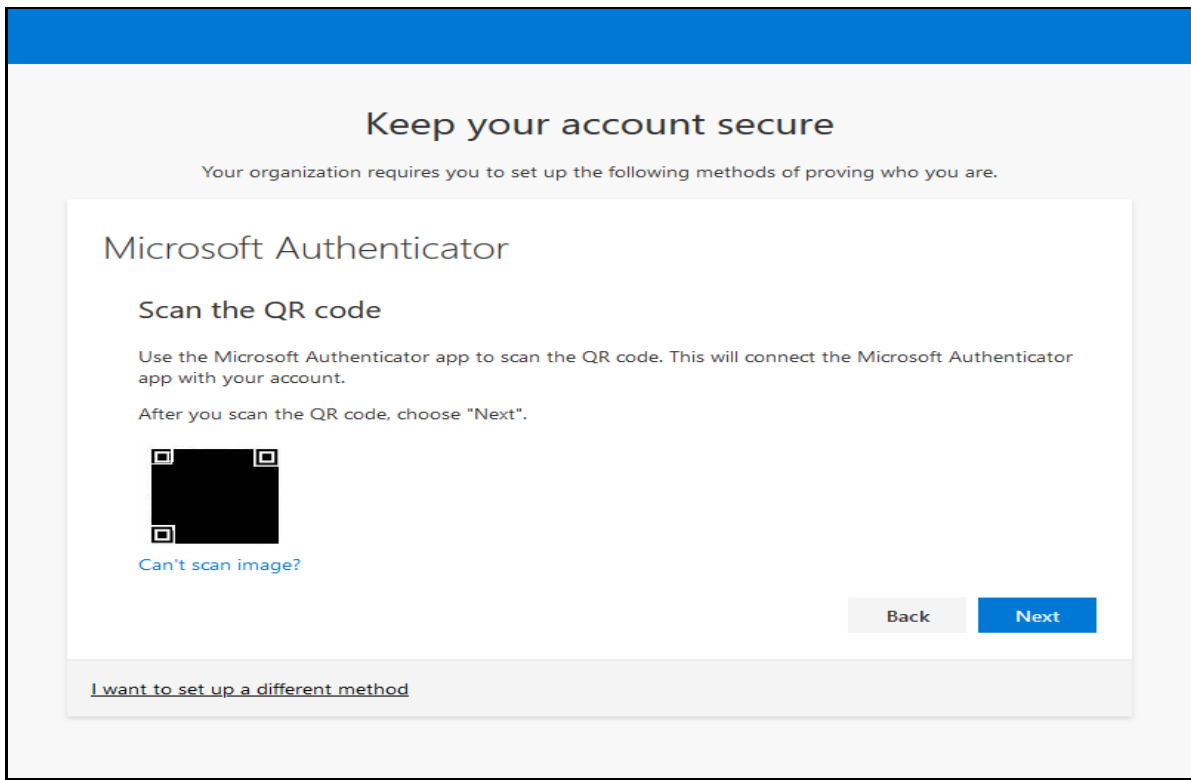
*NOTE: If you do not want to use the Microsoft Authenticator app, choose **I want to set up a different method** (See directions below [How do I set up phone call or text message authentication?](#))*



4. Once you have the app installed on your mobile device, choose **Next** on your computer.



Scan the QR code on your computer with the app on your mobile device. Click **Next** on your computer.



Keep your account secure


Your organization requires you to set up the following methods of proving who you are.

Microsoft Authenticator

Scan the QR code

Use the Microsoft Authenticator app to scan the QR code. This will connect the Microsoft Authenticator app with your account.

After you scan the QR code, choose "Next".

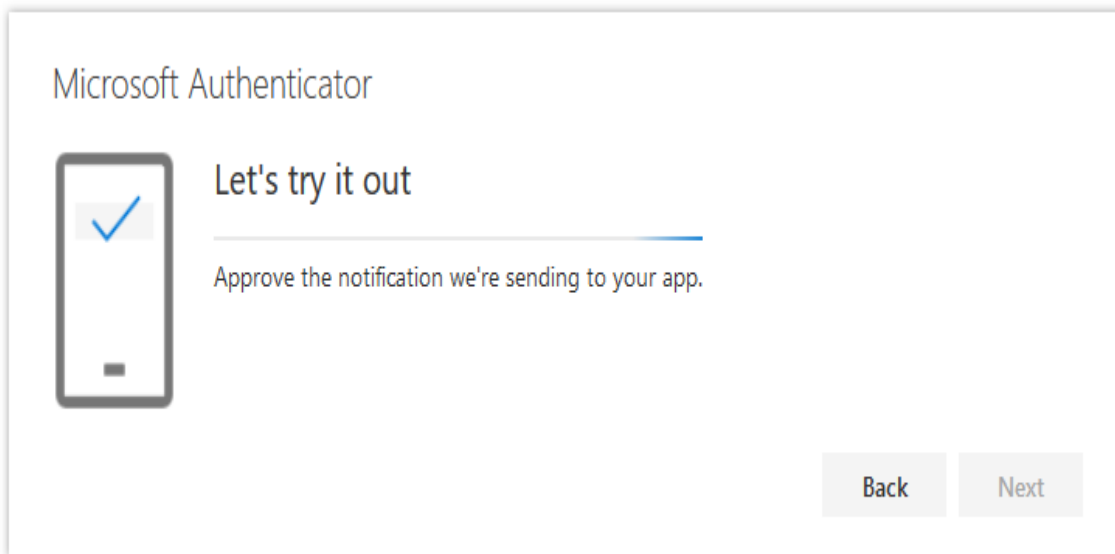


[Can't scan image?](#)


[Back](#) [Next](#)

[I want to set up a different method](#)

You will be prompted to respond to a notification you receive on your mobile device to **Approve** sign in.



Microsoft Authenticator



Let's try it out

Approve the notification we're sending to your app.

[Back](#) [Next](#)

We highly encourage you to add a second authentication method by clicking **I want to set up a different method** at the bottom of this window so you can add your phone as a backup method for MFA. If you don't have a second method to add, click **Next** to complete the registration process.

Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

Microsoft Authenticator



✔ Notification approved

Back

Next

[I want to set up a different method](#)