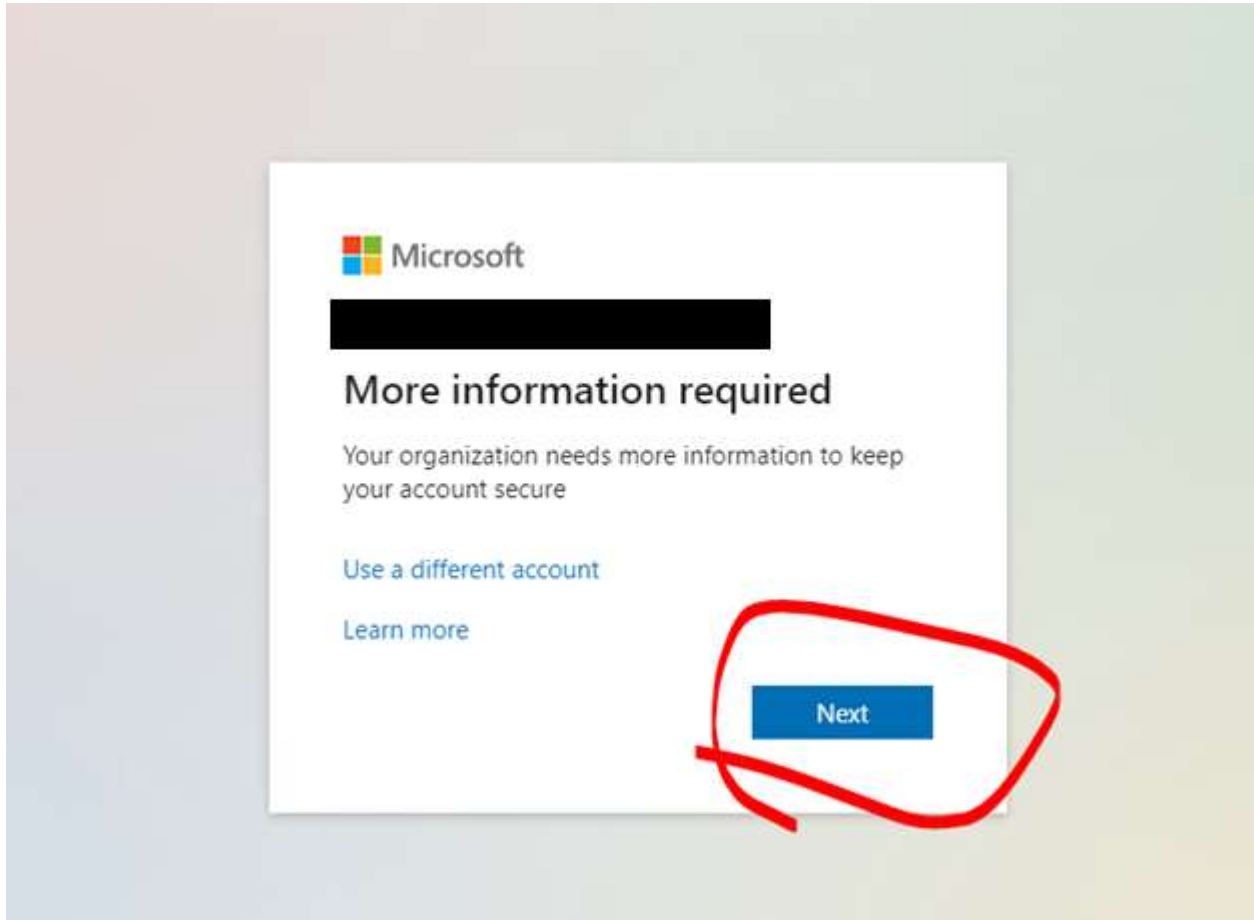
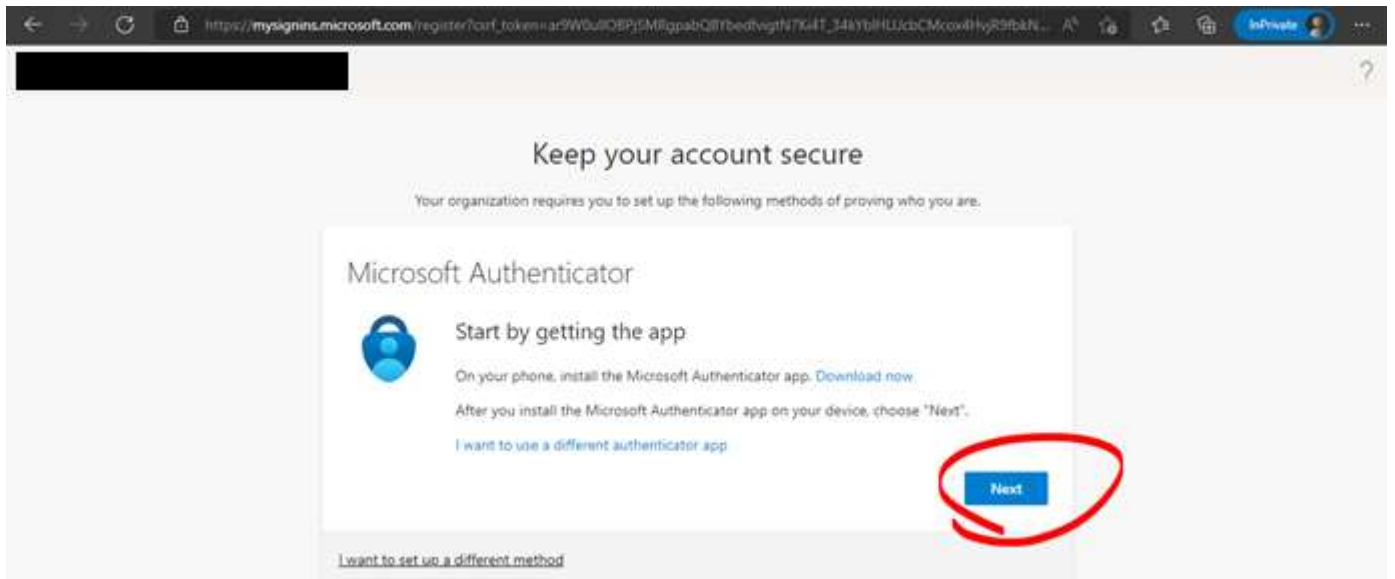


MFA Setup

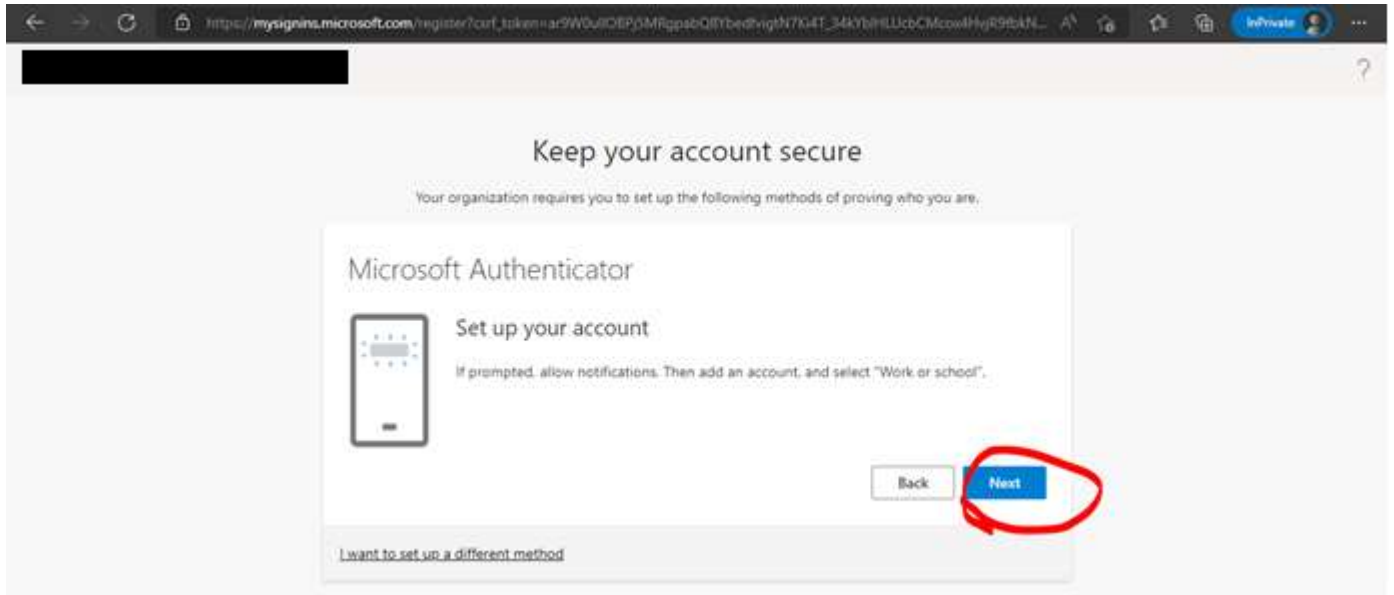
1. Navigate to <https://aka.ms/mfasetup> (you may need to log in with your email and Microsoft Password)
2. Click "Next"



3. Click "Next"

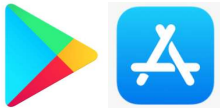


4. Click "Next"

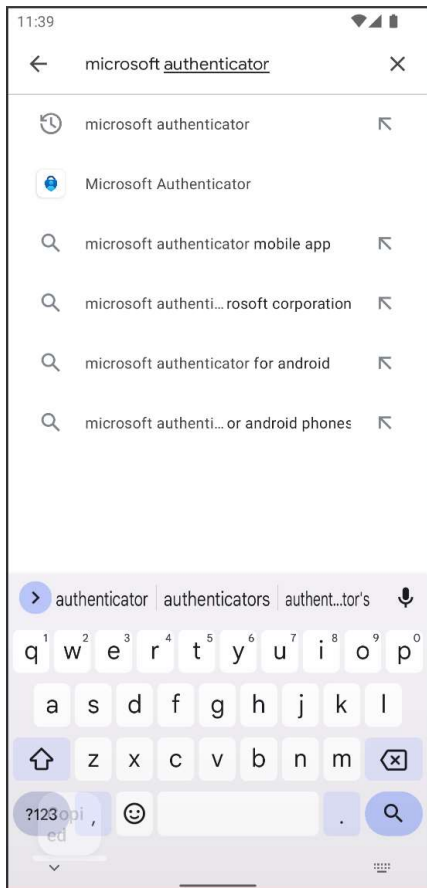


5. Switch to your mobile device / cell phone that you want to use for MFA

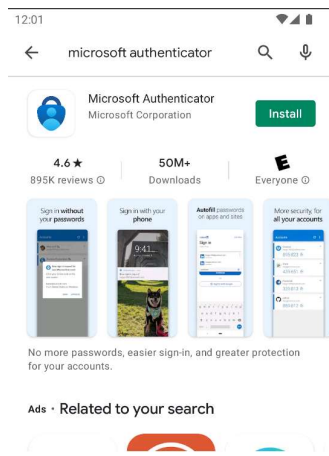
6. Open the Google Play Store (Android) or App Store (Apple):



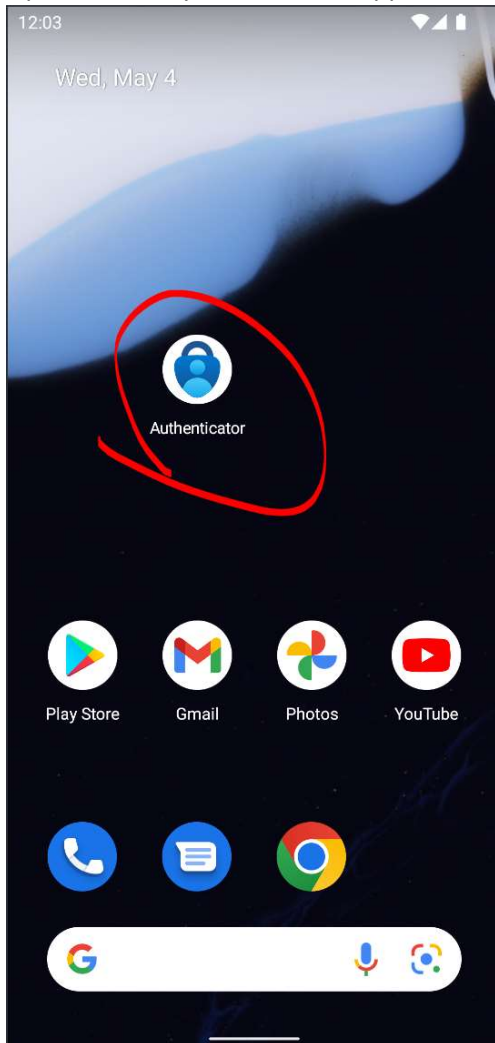
7. Search for "Microsoft authenticator"



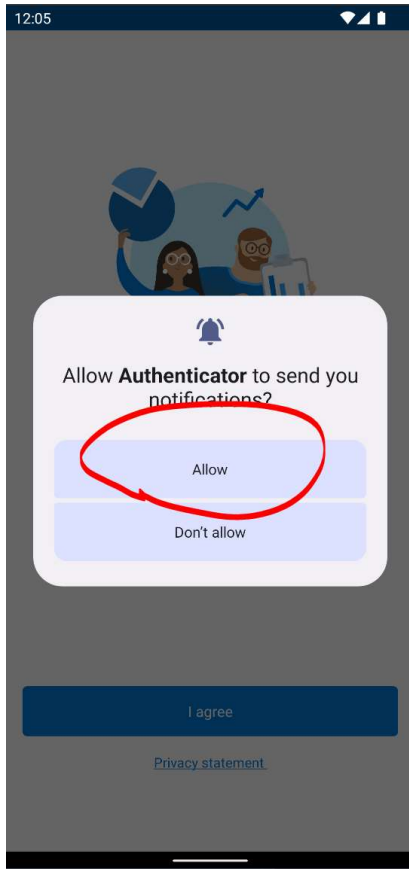
8. Download the app, the icon looks like this:



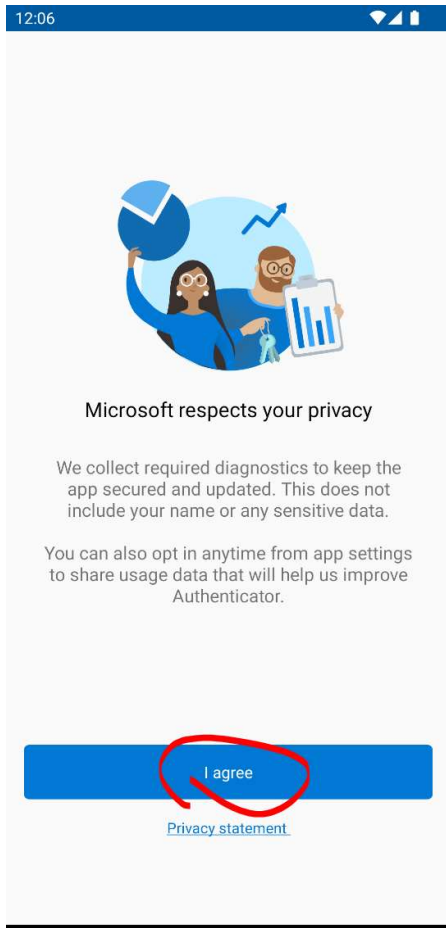
9. Open the newly-downloaded app



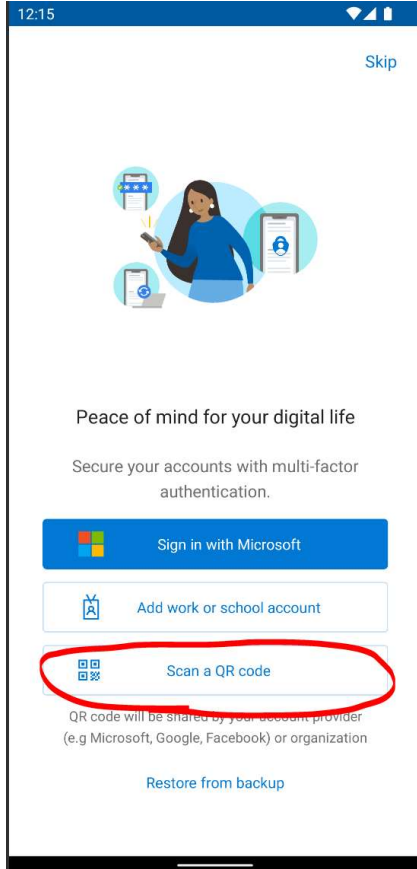
10. Allow any permissions that it asks for



11. Click "I Agree"

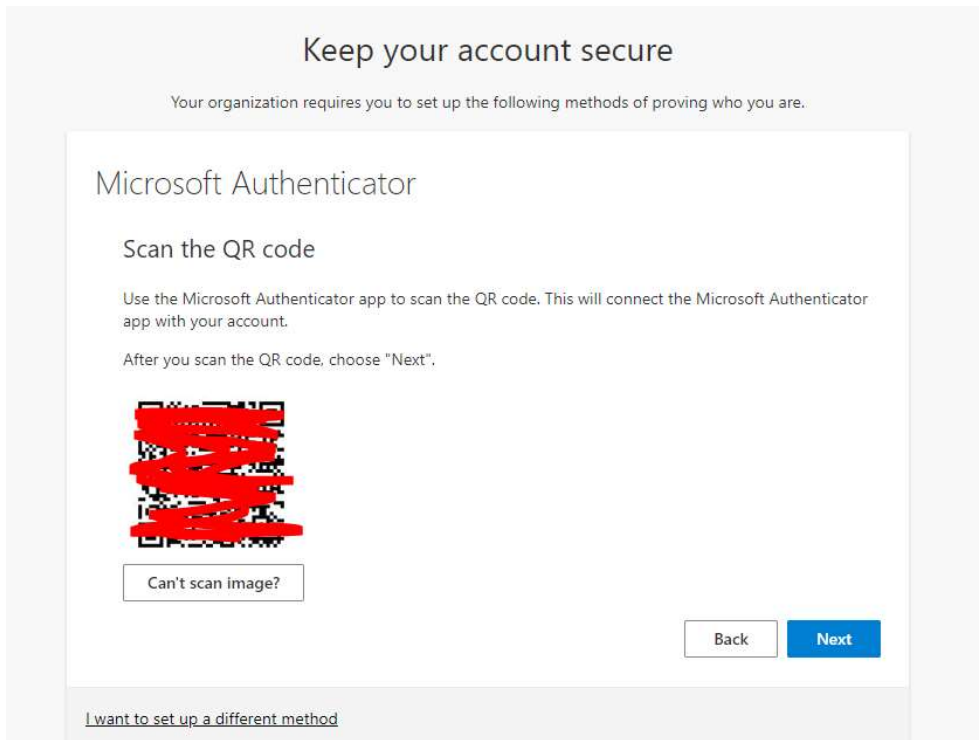


12. Click "Scan a QR code", the 3rd option

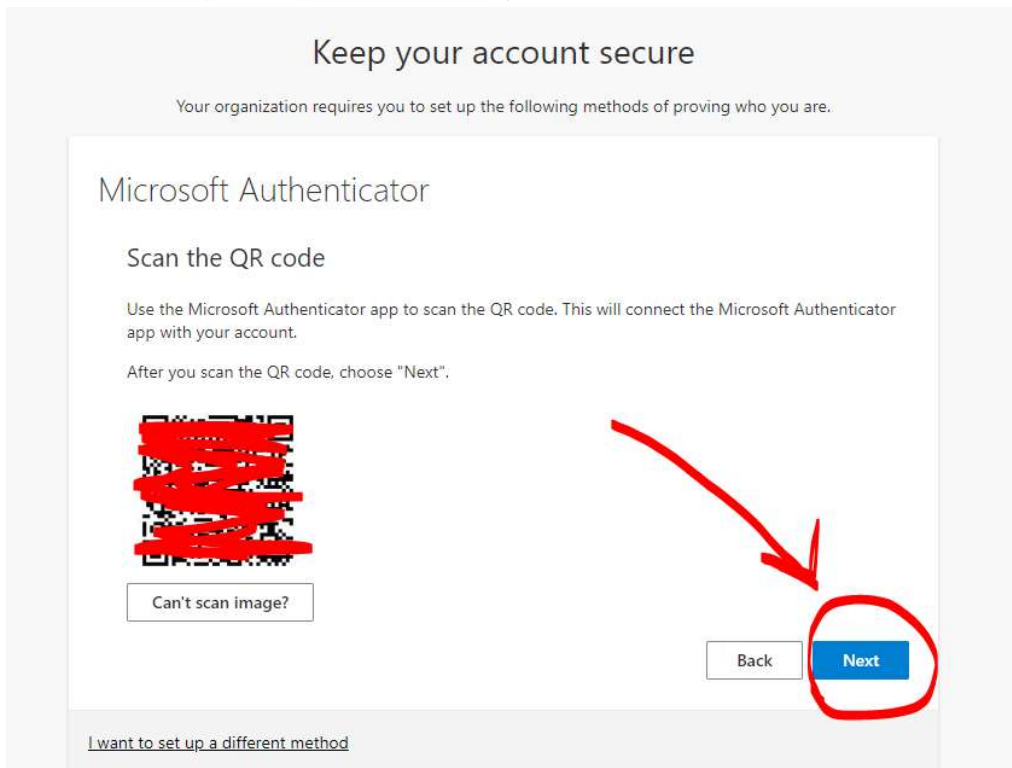
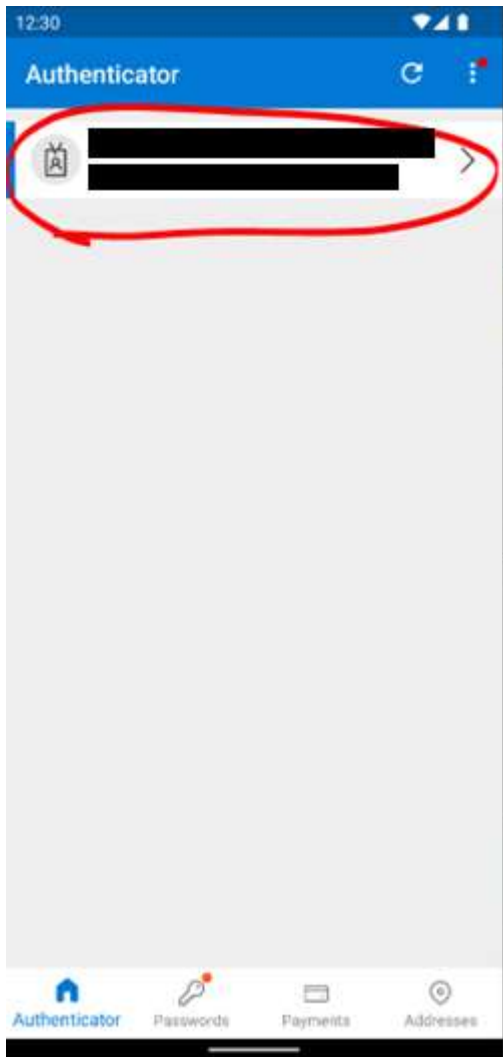


13. If it asks for any permissions to the camera, accept them. It should show you your camera.

14. Point your camera at the QR code on the computer screen:

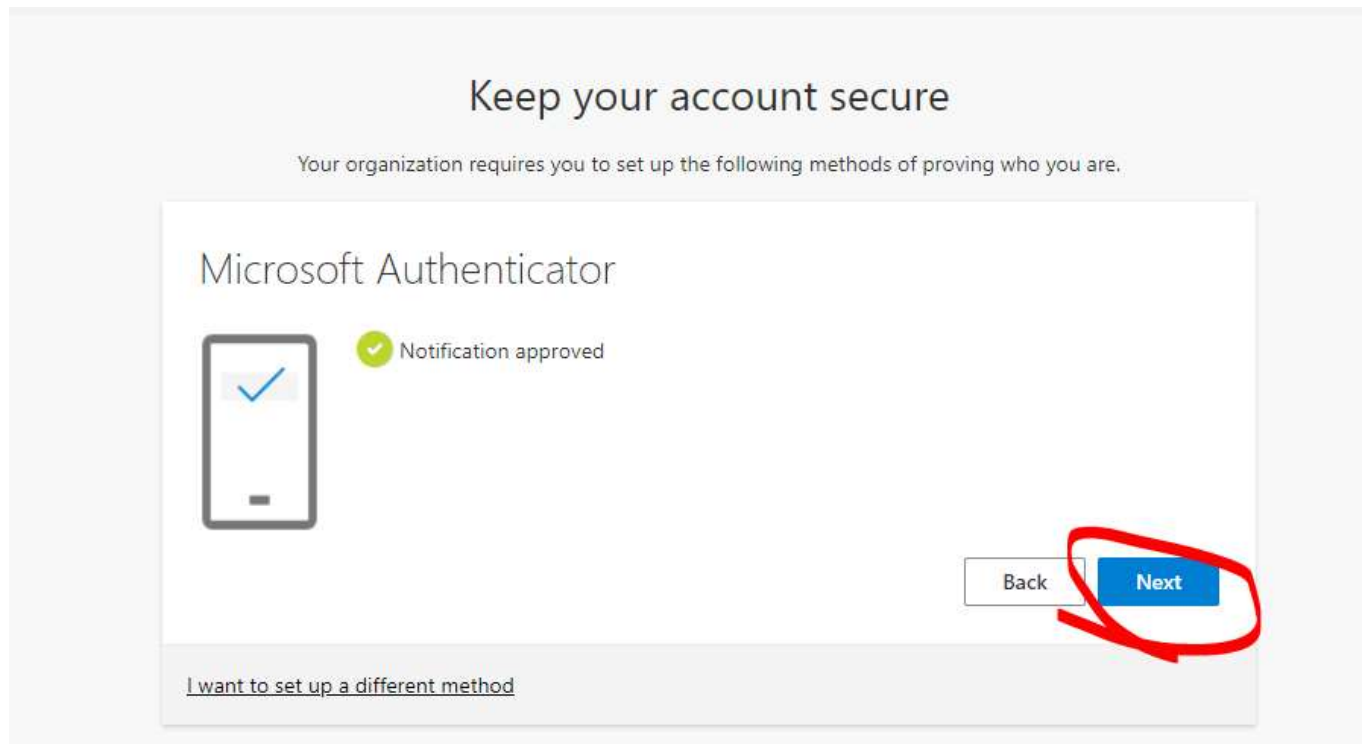


15. When your phone shows the account, click "Next" on the computer



16. When you get a notification on your phone, follow the prompts to approve it.

17. Click "Next"



18. Provide your cell phone number to use as a backup in case the Authenticator app is malfunctioning.

19. Click "Done"