

Multi-Factor Authentication User Guide – Smartphone only

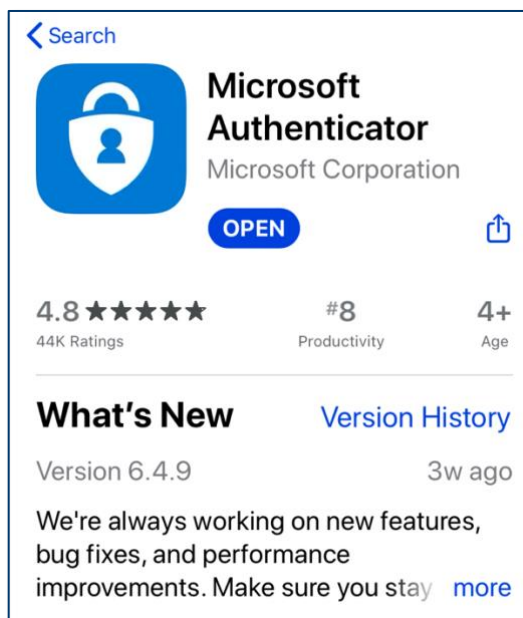
January 26, 2021

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Installing Microsoft Authenticator App

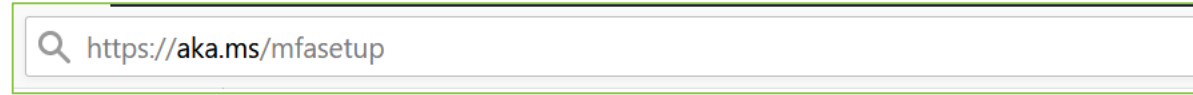
Go to <https://apps.apple.com/us/app/microsoft-authenticator/id983156458> and open App Store or open App Store and search for “Microsoft Authenticator.” Tap Install.



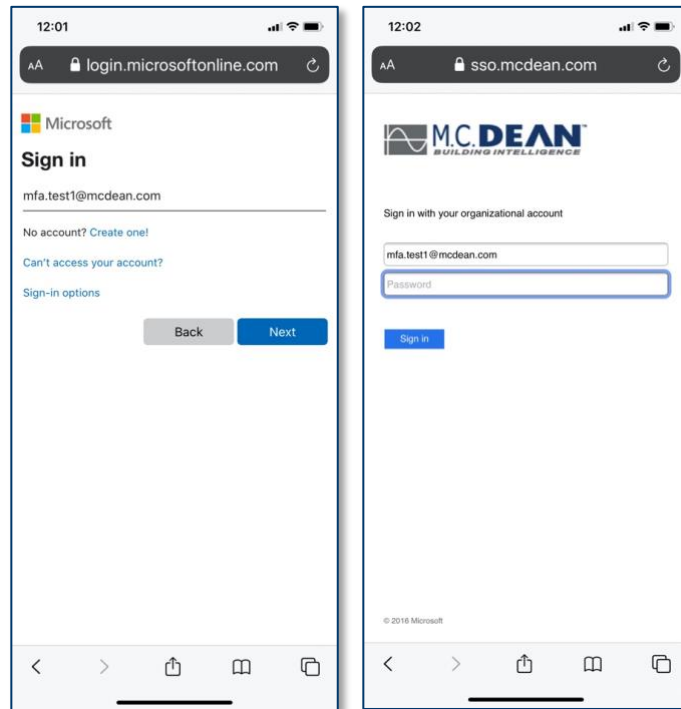
Enrolling in Multi-Factor Authentication

Step 1

Go to the following address: <https://aka.ms/mfasetup>

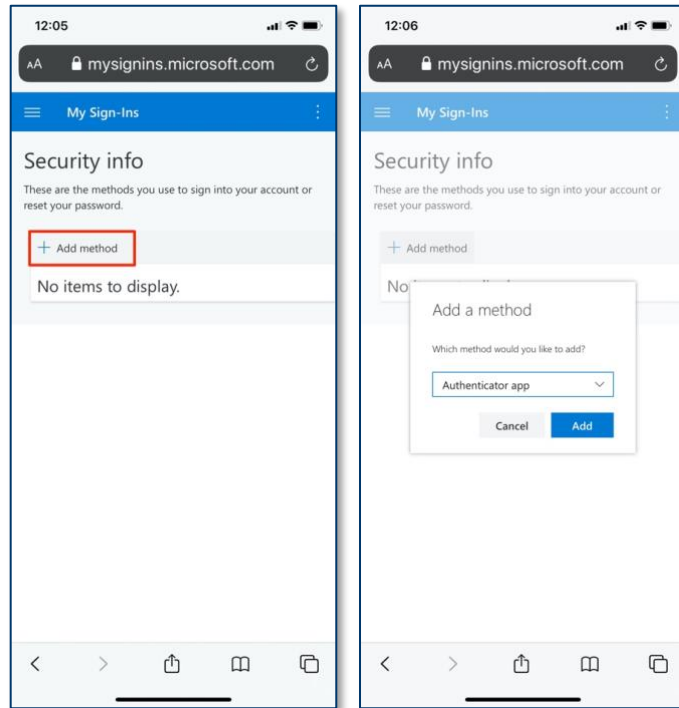


And sign-in using your M.C. Dean credentials, when prompted.



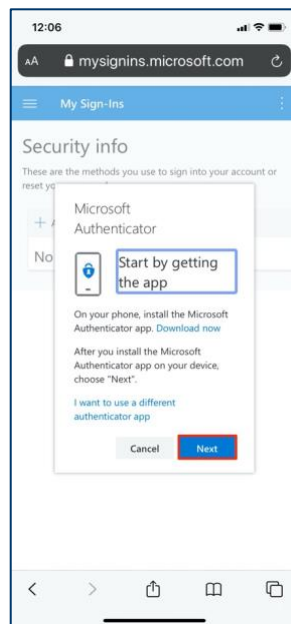
Step 2

Click + Add Method and select Authenticator App. Click Add.



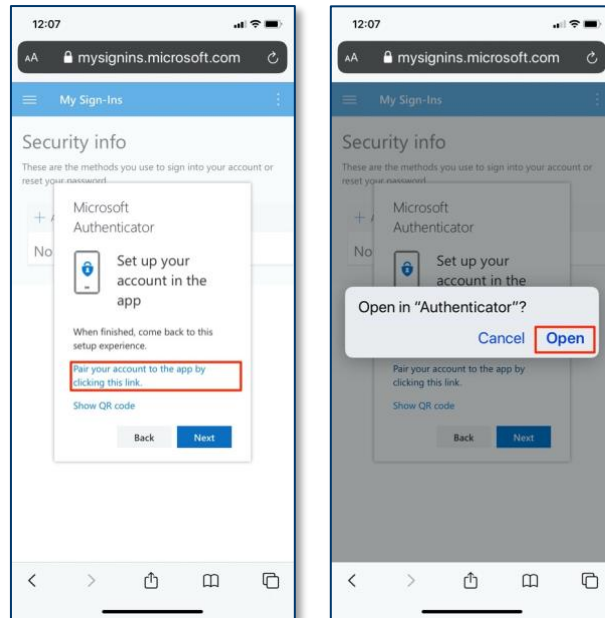
Step 3

Click Next as we have already installed the app.



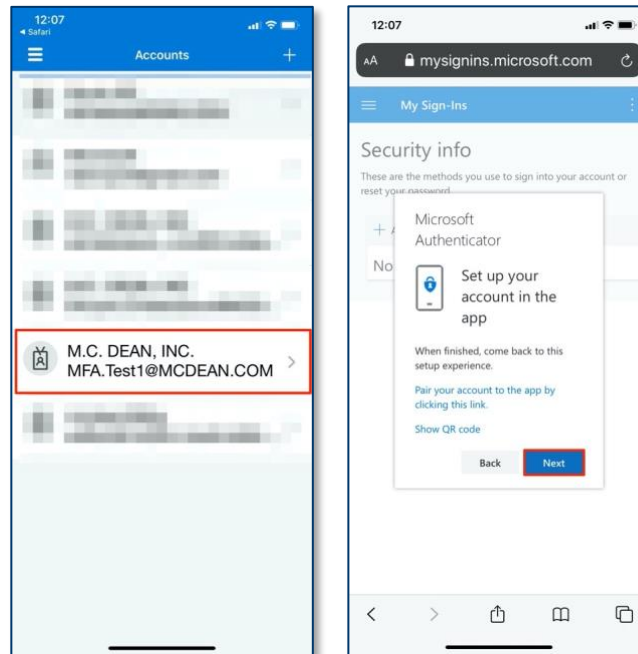
Step 4

Click Pair Your Account to the App by Clicking this App. Select Open in Authenticator.



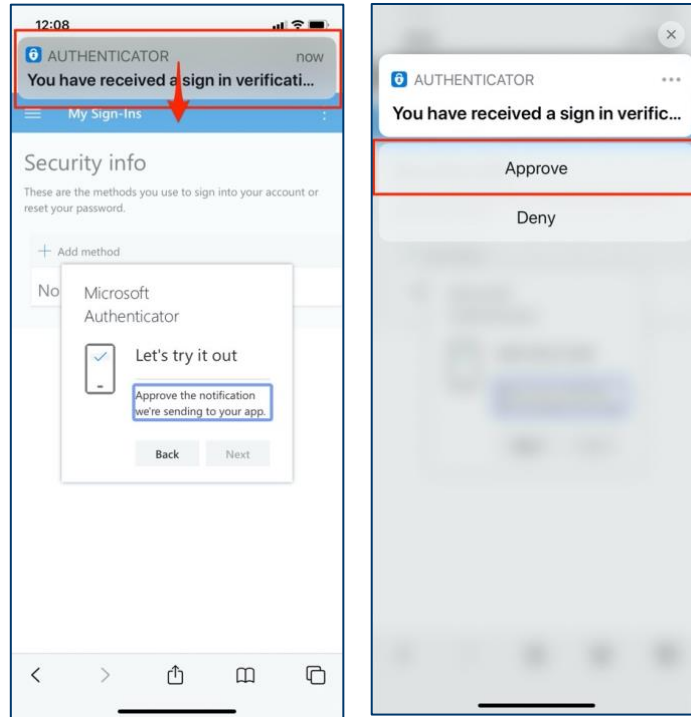
Step 5

The Authenticator app will open. Please verify your account and go back to Safari. Select Next.



Step 6

You'll be prompted to Approve the Sign-in. Pull down the Notification and select Approve.



Step 7

You are all set! Select Next. You can now close the tab.

