



Microsoft 365 multifactor authentication (MFA): Verification via Authenticator app

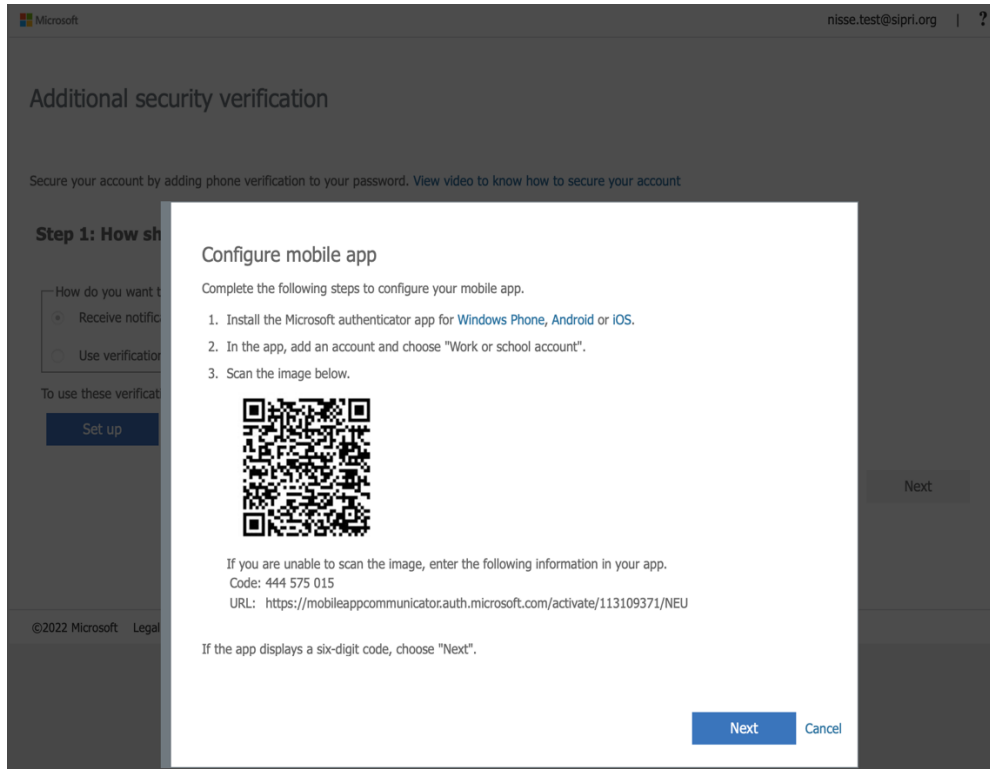
On your mac

1. Go to <https://login.microsoftonline.com/> and log in like you normally do, using the already added sms-method to verify your account.
2. Go to <https://account.activedirectory.windowsazure.com/proofup.aspx?proofup=1>

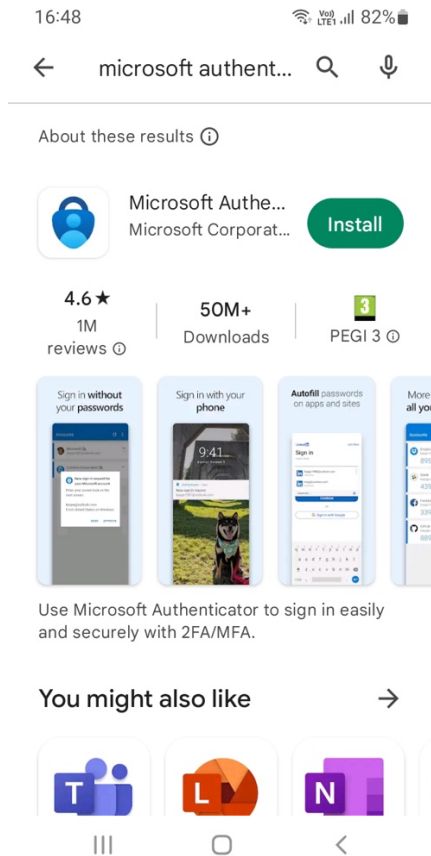
Choose how you want to do your second verification from the drop down, and if you want to receive notifications or use app generated codes.

A screenshot of the Microsoft 365 multifactor authentication setup page. The page has a white background with a light gray border. At the top left is the Microsoft logo, and at the top right is the user email "nisse.test@sipri.org" followed by a question mark icon. The main heading is "Additional security verification". Below this is a sub-heading "Secure your account by adding phone verification to your password. View video to know how to secure your account". The section is titled "Step 1: How should we contact you?". There is a dropdown menu with "Mobile app" selected. Below the dropdown is a box with the question "How do you want to use the mobile app?". Inside this box are two radio buttons: "Receive notifications for verification" (which is selected) and "Use verification code". Below the box is a note: "To use these verification methods, you must set up the Microsoft Authenticator app." At the bottom left is a blue button labeled "Set up". To its right is the text "Please configure the mobile app." At the bottom right is a gray button labeled "Next".

3. Click Set up - a popup window with a QR-code and instructions will then appear. Follow the instruction – Go to your phone.



4. On the phone: Open App Store/Play store, locate and download "Microsoft authenticator".



5. Open the app and choose “Add account”.
6. Choose “Work or School account”.
7. Choose “Scan a QR-code” and scan the code on the webpage popup.
8. Go back to your web page, click Next on the previous popup, and then next again on the below popup.



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Additional security verification

Secure your account by adding phone verification to your password. [View video to know how to secure your account](#)

Step 1: How should we contact you?

Mobile app

How do you want to use the mobile app?

☒ Receive notifications for verification

☐ Use verification code

To use these verification methods, you must set up the Microsoft Authenticator app.

Set up Mobile app has been configured for notifications and verification codes.

Next

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9. Go to your phone and enter the requested information.

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Additional security verification

Secure your account by adding phone verification to your password. [View video to know how to secure your account](#)

Step 2: Let's make sure that we can reach you on your Mobile App device

Please respond to the notification on your device.

Next

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10. And now you are done!

