

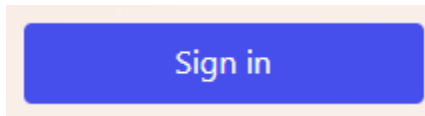


BISHOP LYNCH
HIGH SCHOOL

MULTIFACTOR AUTHENTICATION

How to setup Multi-Factor Authentication (MFA) for your BishopLynch.org account:

1. Point your browser to <https://www.office.com/>
2. Click the purple Sign in button



3. Input your school-assigned email address (of the form First.Last@BishopLynch.org or First.Last.gradyear@BLStudents.org; not case-sensitive)
4. Input your password
5. See the resulting screen and click Next



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miles.steiner.2024@blstudents.org

Let's keep your account secure

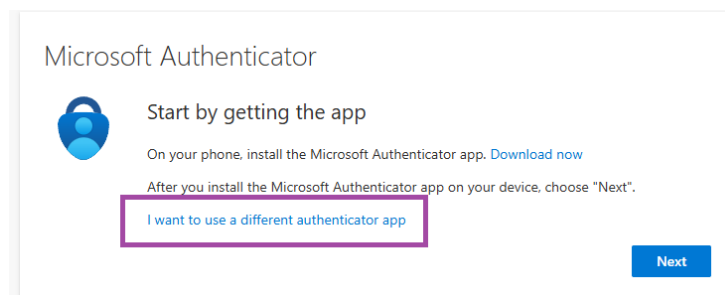
We'll help you set up another way to verify it's you.

[Use a different account](#)

[Learn more about verifying your identity](#)

Next

6. **VERY IMPORTANT** – Click: I want to use a different authenticator app.

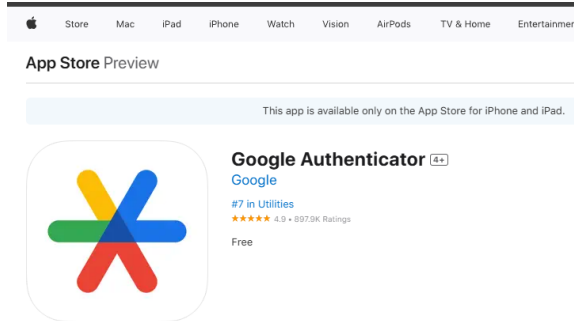


There are several reasons that we want you to use the Google Authenticator App and not the Microsoft Authenticator.

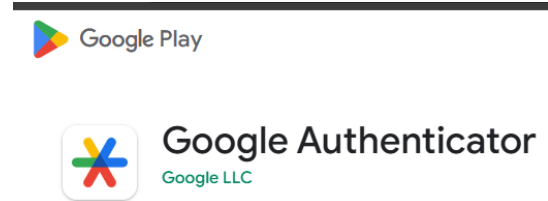
If you would like to discuss this, please contact FriarNET@bishoplynch.org.

7. Visit the App Store for your phone's operating system.

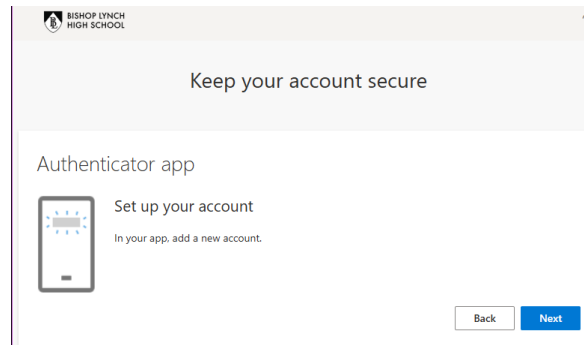
The two most common are [Apple iOS](#):



and [Android](#):



8. **BE CAREFUL:** Some bad actors try to trick you into downloading similarly named app. Double-check that it's the **Google Authenticator**, with the multi-colored icon shown above.
9. Install the app on your phone or tablet. *Note: If you do not have a smartphone capable of running the app, you can use a hardware passkey, such as a [Yubikey](#). If you choose this option, be sure the form factor of the devices matches that of your phone/tablet/laptop.*
10. Start the app on your phone and select the "without logging in" option and then add an account, choosing the "QR code" option.
11. Click Next to bring up the QR code:



12. Scan the QR code with your app and input the six-digit number on the computer when prompted.
13. You're all set! The six-digit number will change every 30 seconds.

Questions? Email FriarNET@BishopLynch.org