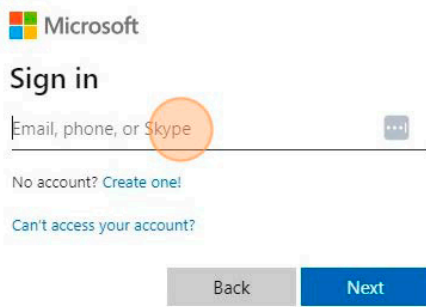


# Setting up MFA

1. Navigate to <http://aka.ms/mfasetup> and sign in with your school account (studentID@allencc.edu).



2. You will be met with a screen that says Action Required, Click "Next".

## Action Required

Your organization requires additional security information. Follow the prompts to download and set up the Microsoft Authenticator app.

[Use a different account](#)

[Learn more about the Microsoft Authenticator app](#)

You have 14 days until this is required.

Ask later

Next

3. Go to your phones App store and download the Microsoft Authenticator app. **Ensure the author says Microsoft Corporation.** OR scan the QR Code.

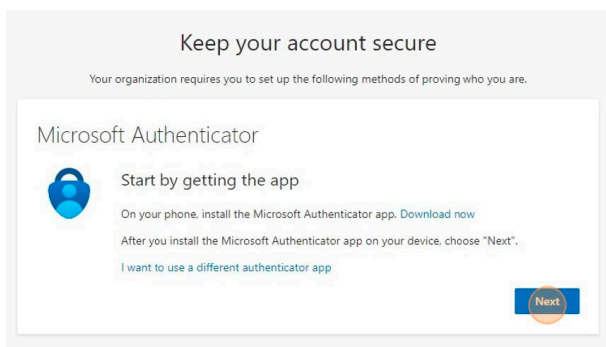
Apple Store  
Microsoft Authenticator.



Google Play Store  
Microsoft Authenticator.

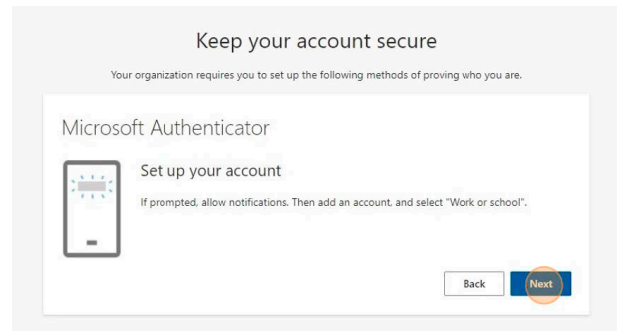


4. Click "Next" at this pop-up.



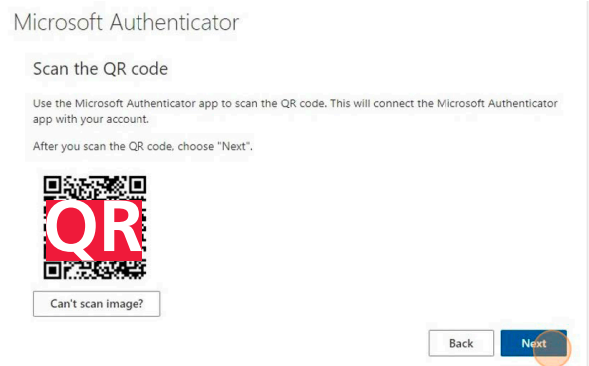
5. Once you get the Authenticator app, follow the directions on the computer screen.

6. Select the + button inside the Microsoft Authenticator app and select "work or school" account.

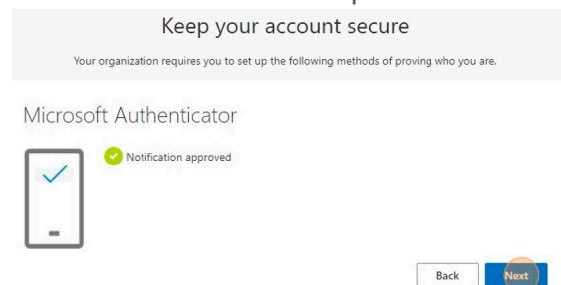


NOTE: The Microsoft Authenticator app may look slightly different between Android and Apple devices. There may be a + button for some, or 3 dots for another. Look for a place that will allow you to add your school account

7. Select QR from the menu. Your phones camera will turn on. Scan the code that is **on the computer screen** with your phone.



8. You will be prompted **on your phone** to test if the MFA setup works.



9. Click "Done" upon receiving the "Success!" screen.

