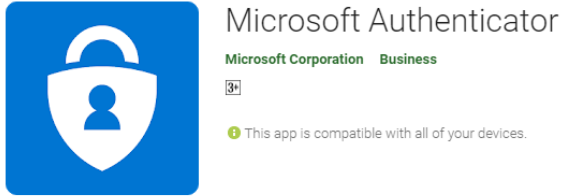
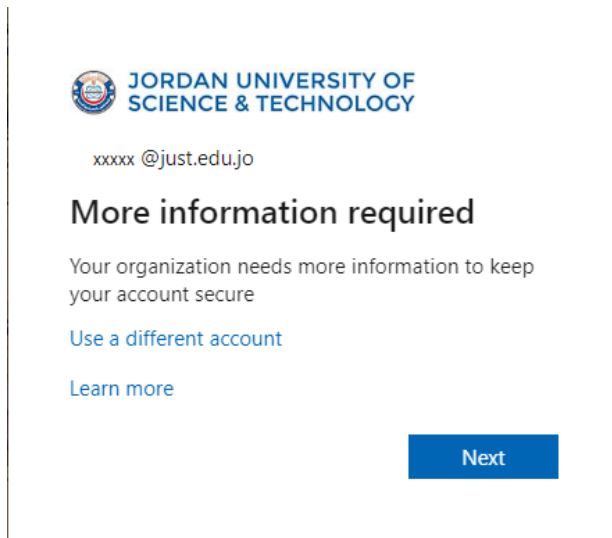


To setup multi-factor authentication using Microsoft Authenticator.

- On your mobile phone and from App store, install "Microsoft Authenticator" application for Windows Phone, Android or iOS.



- From a computer, open web browser, sign in to outlook.office.com with your ID and password, a login page appears (as shown below), click on "Next" button.



- Select authentication method to be "**Mobile App**"
- Select "Receive notifications for verification"
- Click "**Set up**", a new page will show up, as below

Configure mobile app

Complete the following steps to configure your mobile app.

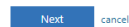
1. Install the Microsoft authenticator app for Windows Phone, Android or iOS.
2. In the app, add an account and choose "Work or school account".
3. Scan the image below.



Configure app without notifications

If you are unable to scan the image, enter the following information in your app.
Code: 740 662 656
Uri: <https://cys01eupa006.eu.phonefactor.net/pad/822955958>

If the app displays a six-digit code, choose "Next".



- On your phone, navigate to “Microsoft Authenticator”, select “Add account”, select “Work or school account”, then scan the QR code that will appear on computer screen as shown

Configure mobile app

Complete the following steps to configure your mobile app.

1. Install the Microsoft authenticator app for Windows Phone, Android or iOS.
2. In the app, add an account and choose "Work or school account".
3. Scan the image below.



[Configure app without notifications](#)

If you are unable to scan the image, enter the following information in your app.

Code: 709 066 579

Url: <https://cys01eupad05.eu.phonefactor.net/pad/216774747>

If the app displays a six-digit code, choose "Next".

[Next](#) [cancel](#)

Your account will be added automatically to the app and will display a six-digit code.

- Click “Next” on your web browser, a message will be shown on your phone to approve sign-in, select “APPROVE”.
- From the next page “Choose you country or region”, and insert your mobile phone number.

Additional security verification

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

Step 3: In case you lose access to the mobile app

[Next](#)

Your phone numbers will only be used for account security. Standard telephone and SMS charges will apply.

- Click “Next”, now you will need to save your "app password" in order to use it as additional security verification with email applications such as earlier versions of Outlook 2016 and Mobile applications.

Additional security verification

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

Step 3: Keep using your existing application s

In some apps, like Outlook, Apple Mail, and Microsoft Office, you can't use a phone to secure your account. To use these apps, you'll need to create a new "app password" to use in place of your work or school account password.

Get started with this app password:

Save your app password

[Done](#)