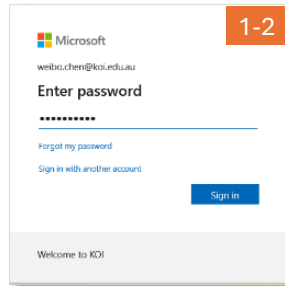
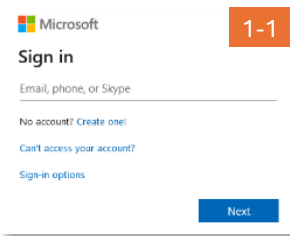
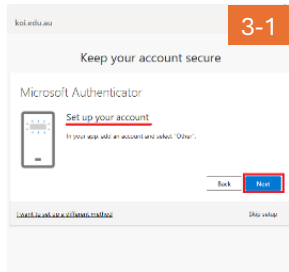
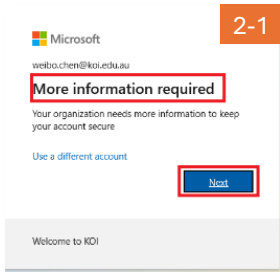


How to setup MS Authenticator to set 2-Step Verification on your MS account



1. On your desktop/laptop, open a new tab, browser then visit <https://www.microsoft.com/en-us/microsoft-teams/log-in> or Open your **MS Teams app** on your PC. Enter your access credentials and click **Sign in**.



2. On the **More information required** screen, click **Next**.

3. The Configure mobile app screen will appear. Complete the following steps:

Ensure the **Microsoft Authenticator** is installed on your **Windows Phone, Android or iOS**.

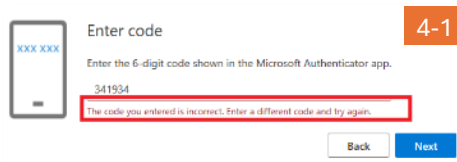
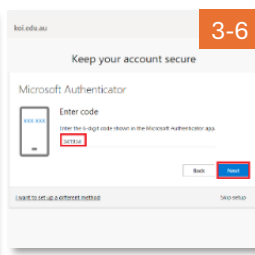
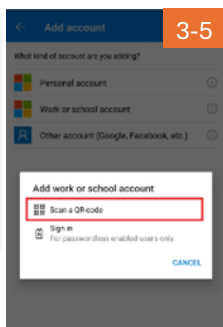
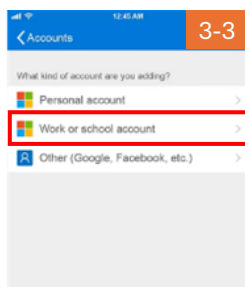
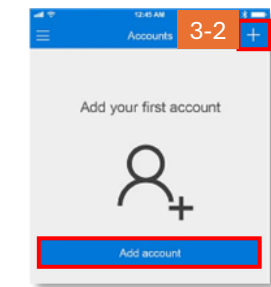
Open Microsoft Authenticator **on your mobile device**.

Tap **Add account** (or the **+** button on the top right of the screen). Select **Work or School Account**.

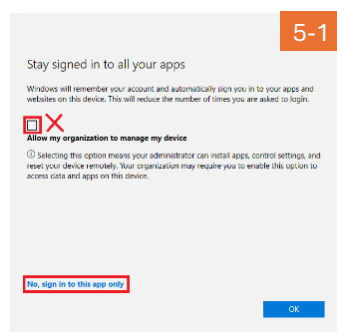
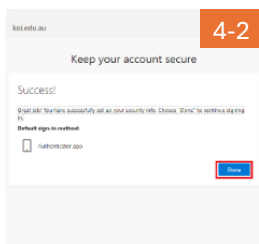
Scan QR code displayed on your **MS Authenticator app** with your mobile device camera activated. If you do not want to use the camera on your device, enter the numerical code and follow the link provided on the screen.

Click **Next**.

4. Make sure to input the correct **one-time password code**. The code will expire after 30 seconds.



When you see the **Success!** Window popup, Click **Done**.



5. Please **untick** the box **Allow my organization to manage my device** and click **No, sign in to this app only**