# Instructions for setting up Office 365 Student MFA (Authenticator App)

After being added to the Multi-Factor Authentication group within Office 365, the next time you log-in to your Outlook Profile, you will be prompted to set up 2 authentication methods (phone, email or Microsoft Authenticator App). The following instructions are specifically for setting up the Microsoft Authenticator App.

1. You will receive the following prompt when logging into Outlook, click **Next.**
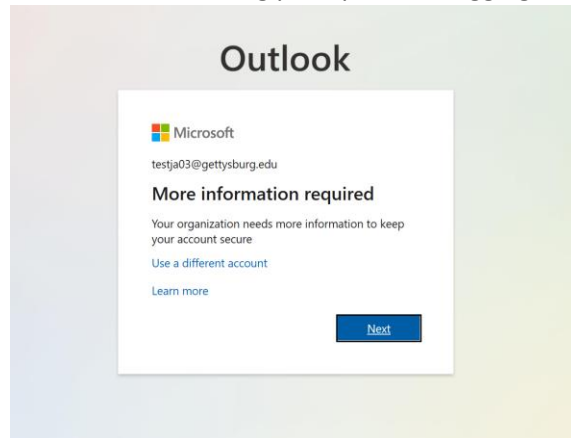

2. On the **Start by getting the app** page, select **Download now** to download and install the Microsoft Authenticator app onto your mobile device. Shown below:
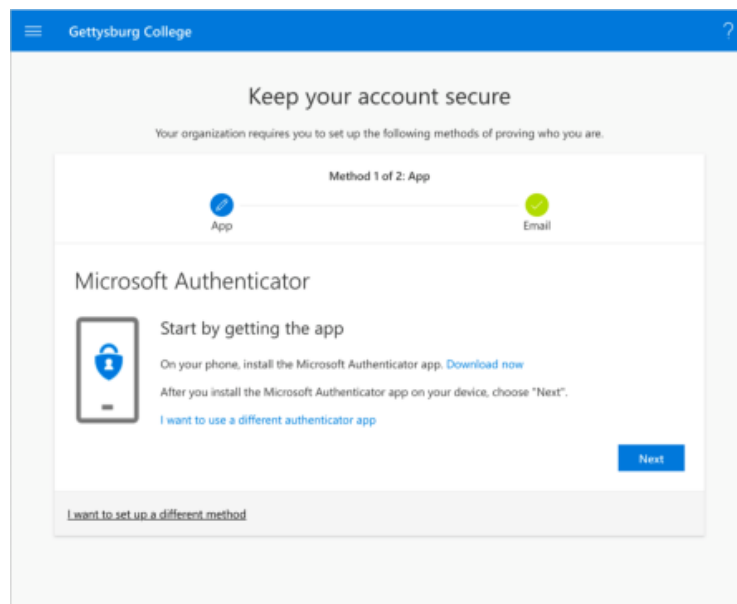
3. After clicking Download now on the previous step, you should have been redirected to another browser. At this page, you can see that you could download the app from Apple App Store or get it on Google Play. You can also put in your phone number and you will be sent a link to download the Authenticator App onto your phone, after clicking **Send Link**. Shown Below:
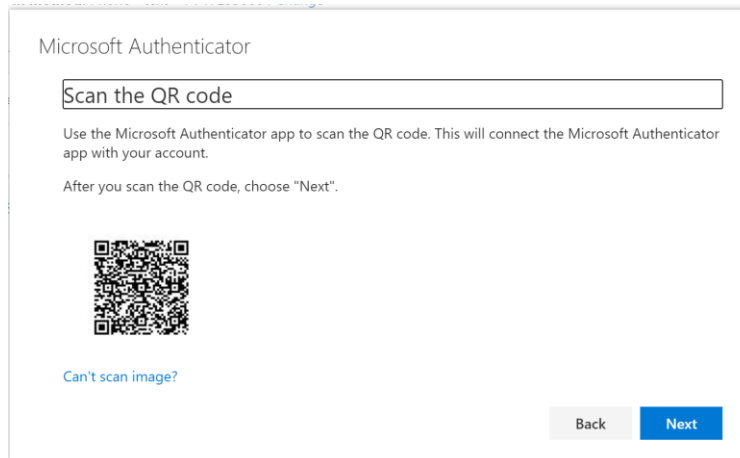

4. Once you have downloaded the Authenticator App onto your device, from the page shown below, click **Next.**
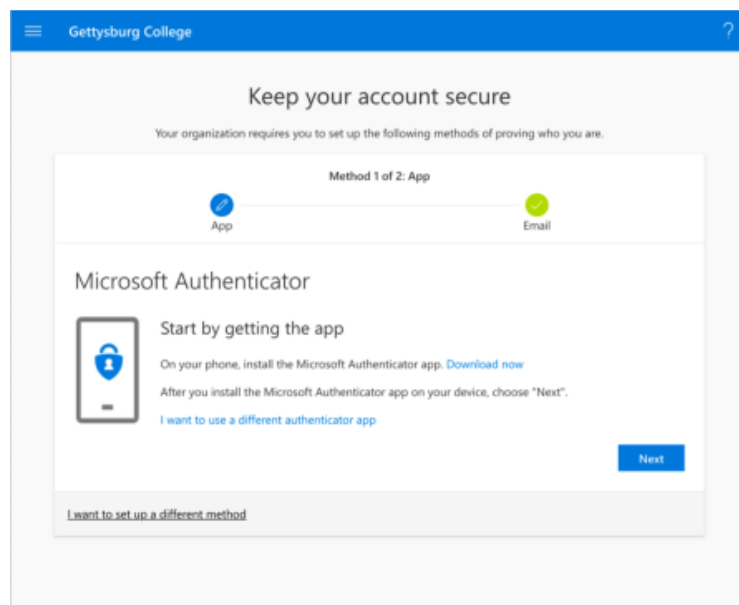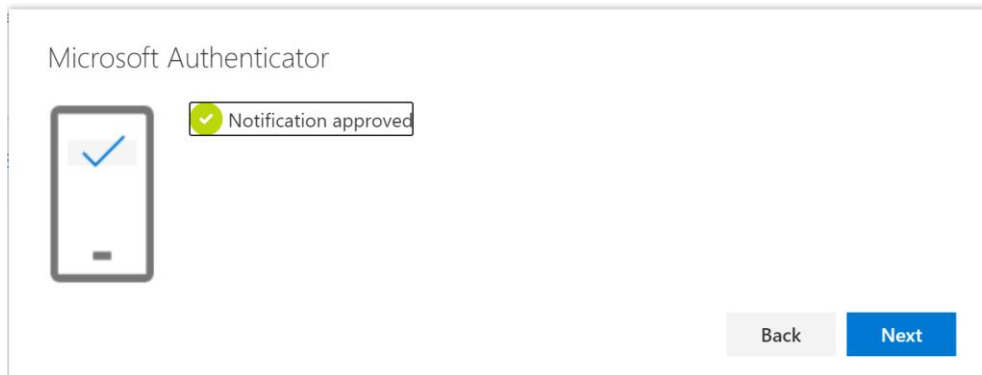

5. You should see the following: Click **Next** (have you Authenticator App open at this time, Scan QR Now)
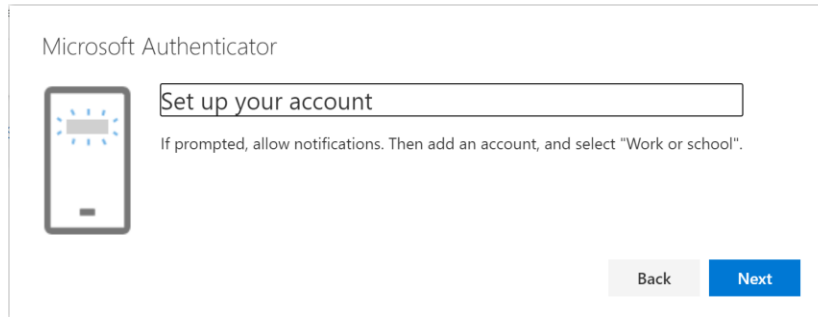
6. Use the Authenticator App to scan the QR Code at the following screen: then click **Next**

7. When the QR Code is scanned successfully you should see the following:

8. If you decide to make the Authenticator App Notifications your default sign-in method, you will receive the following prompt when trying to sign-in to Outlook:

-You will receive a notification on your phone, to approve the sign in request. To apporve the notification, open the Authenticator App and click Approve.

- If you check the box saying "Don't ask again for 30 days" before you click Approve within the Authenticator App, you will not have to signin using the authentication method for 30 days on the current browswer you are using.