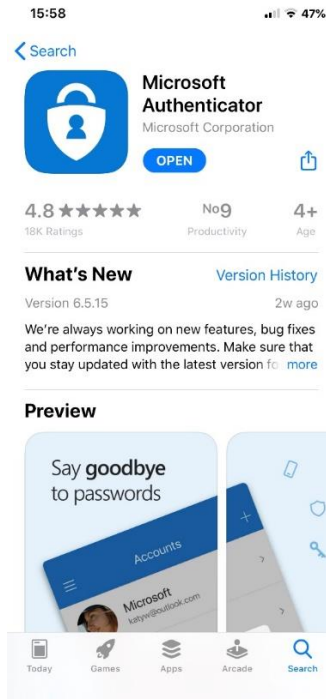
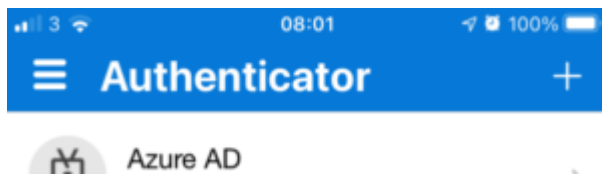


## Registering for Multi Factor Authentication on mobile device

Download the Microsoft Authenticator App to your phone. From the Apple Store or Google Play store search for “Microsoft Authenticator”

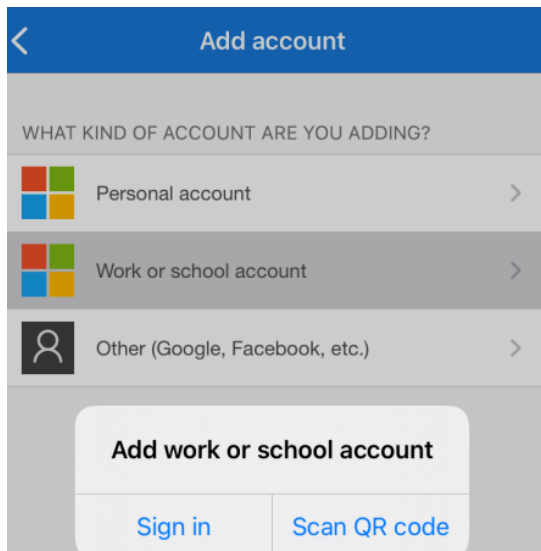


Open the Microsoft Authenticator App on your mobile device. Click on the + sign in the top right corner



Select Work or school account

Then select Sign in

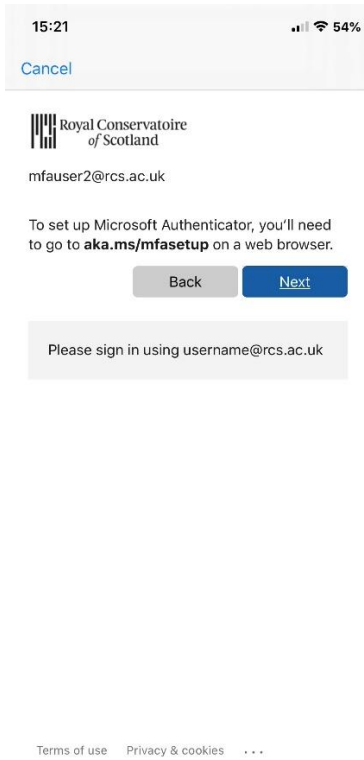


Click continue

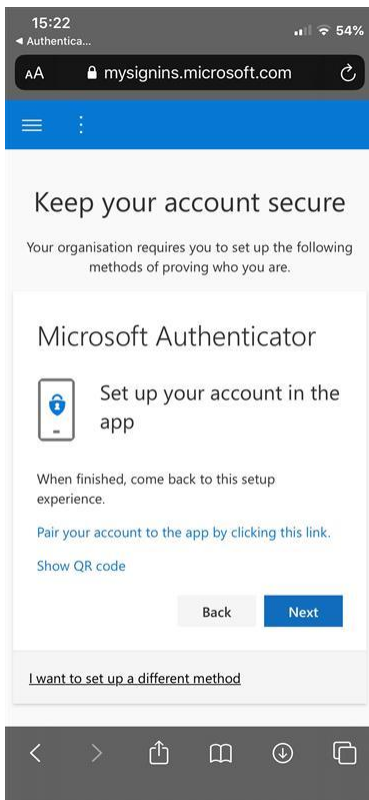


Enter your Office 365 username (staff – no dot between your initial and surname) and password

Click next and you will be redirected to a web browser



Click **pair your account to the app by clicking this link**



You will then be redirected to the authenticator app to approve the request



Once approved you'll be brought back into the web browser and click next to complete registration

