



# MICROSOFT AUTHENTICATOR – SUMMARY OF STEPS

Continue down this guide for step-by-step instructions with screenshots.

## Summary of steps

**STEP 1** – Get the Microsoft Authenticator app on your phone. You can find it in your phone's app store.

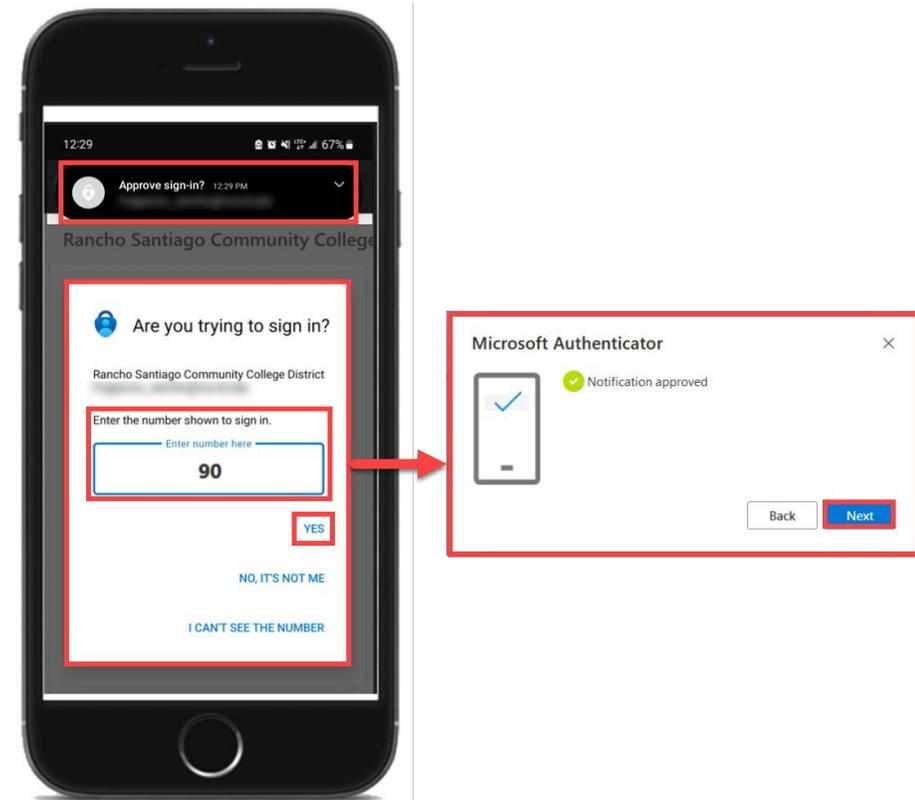
**STEP 2** – Go to <https://aka.ms/mfasetup> and sign in with your Single sign-on account.

**STEP 3** – Follow the instructions on the website. You'll be shown a unique picture known as a QR code. When you see this QR code, open the MS Authenticator app on your phone, tap "Add work or school account," and then tap "Scan a QR code" to scan the code with your phone's camera.

**STEP 4** – You'll then get a code from the website to test that it's working. Enter that code where it asks you to on your phone.

**STEP 5** – Finish the steps, and you'll be logged into the Security Info page at <https://aka.ms/mfasetup>.

**STEP 6** – The next time you log in, the Authenticator app will help make sure it's really you.

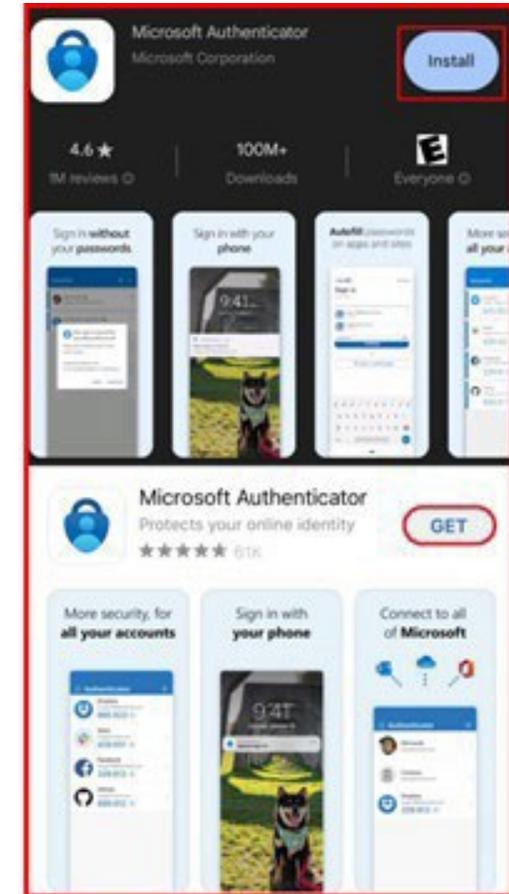




# MICROSOFT AUTHENTICATOR – STEP 1

Get the Microsoft Authenticator app on your phone. You can find it in your phone's app store. Or scan QR code.

NOTE: The official app you need is from Microsoft Corporation and is free to download.





# MICROSOFT AUTHENTICATOR – STEP 2

- Next, go to <https://aka.ms/mfasetup> on a computer or tablet.
- Use your StudentID@my.scccd.edu credentials to log in.
- Select “Next” when it asks for “More Information Required.”



Don't forget to perform MFA Proof-up if you haven't done so: [Proof-up Instructions](#)

Sign in with your SCCCD account

studentid@my.scccd.edu

.....

Sign in

[Change Password](#)

[Problem Logging In?](#)



## More information required

Your organization needs more information to keep your account secure

[Use a different account](#)

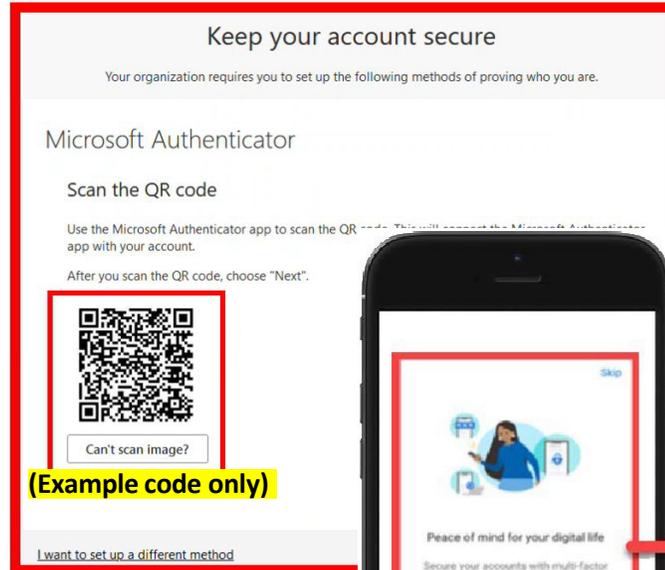
[Learn more](#)

Next



# MICROSOFT AUTHENTICATOR – STEP 3

- Follow the instructions on the website.
- You'll be shown a unique picture known as a QR code.
- When you see the QR code:
- Please open the MS Authenticator app on your phone.
- Tap "Add work or school account."
- Tap "Scan a QR code."
- Then scan the code with your phone's camera.

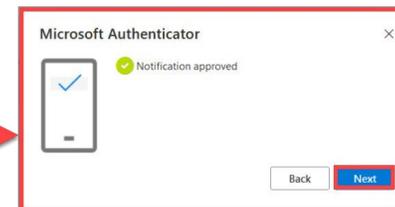
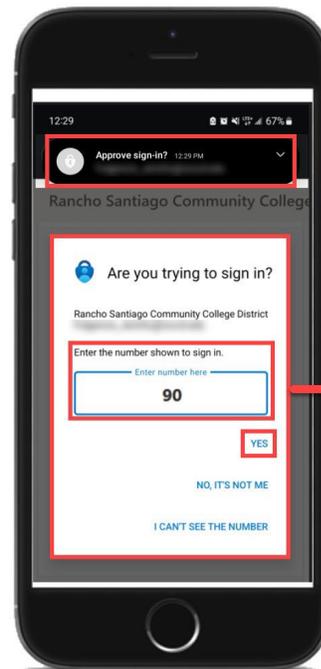
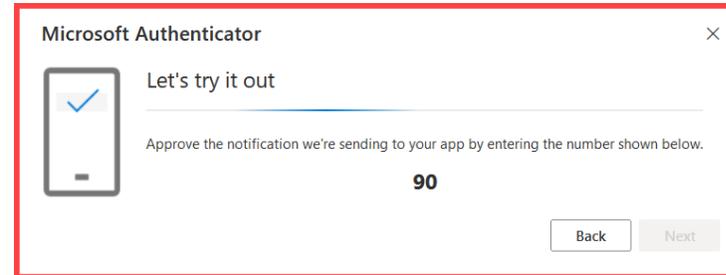


(Open MS Authenticator app > Add work or school account > Scan a QR code)



# MICROSOFT AUTHENTICATOR – STEP 4

You'll then get a code from the website to test that it's working.  
Enter that code where it asks you to on your phone.





# MICROSOFT AUTHENTICATOR – STEP 5

Finish the steps, and you'll be logged into the Security Info page at <https://aka.ms/mfasetup>.

## Keep your account secure

Your organisation requires you to set up the following methods of proving who you are.

**Success!**

Great job! You have successfully set up your security info. Choose "Done" to continue signing in.

**Default sign-in method:**

 Microsoft Authenticator

[Done](#)



# MICROSOFT AUTHENTICATOR – STEP 6

The next time you log in, the Authenticator app will help make sure it's really you.  
It's a way to keep your account safe!

