

How to register your multi-factor authentication (MFA)

Phone-only instructions

Before you start

On your mobile phone, install the **Microsoft Authenticator** app. Use the QR code for your phone's operating system to go to the app store.



iPhone (iOS)



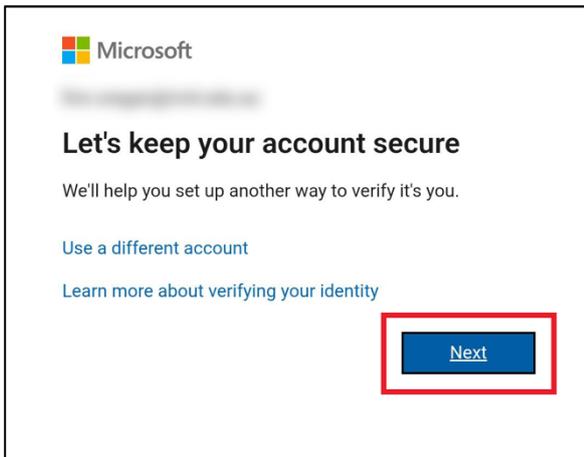
Android

Set up the Microsoft Authenticator app

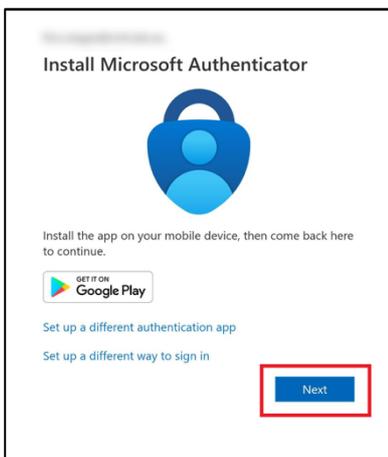
1. In your phone's web browser, go to aka.ms/mfasetup
2. If prompted, sign in with your **RMIT email address and password**.

A screenshot of the Microsoft sign-in page. At the top left is the Microsoft logo. Below it is the text "Sign in" followed by a blurred input field. Underneath is a link that says "Can't access your account?". At the bottom of the page are two buttons: "Back" (grey) and "Next" (blue). At the very bottom, there is a search bar with a magnifying glass icon and the text "Sign-in options".

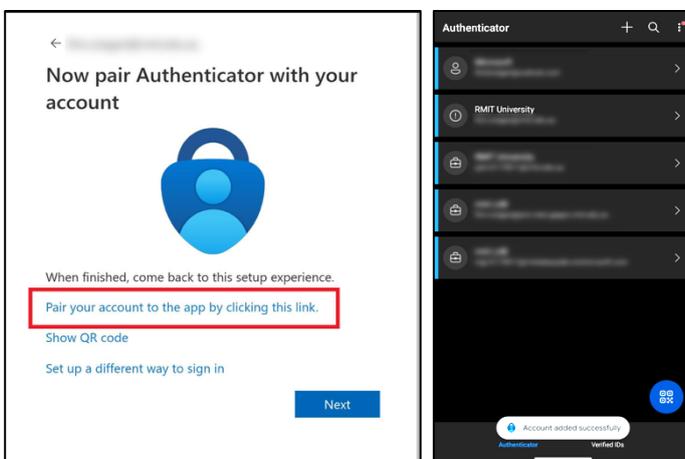
3. Select **Next**.



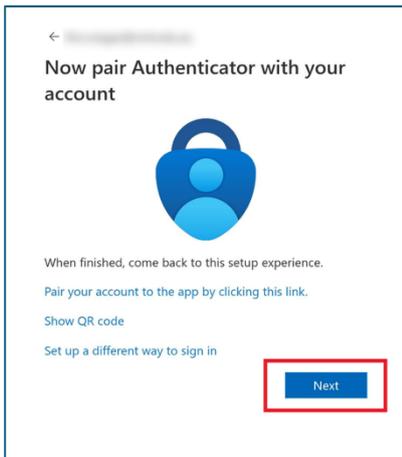
4. Select **Next** again.



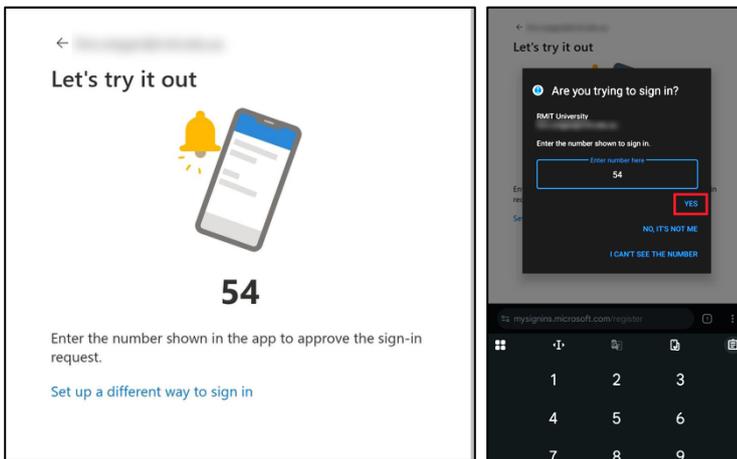
5. Select **Pair my account to the app by clicking this link**. The Microsoft Authenticator app will open and your email address should appear.



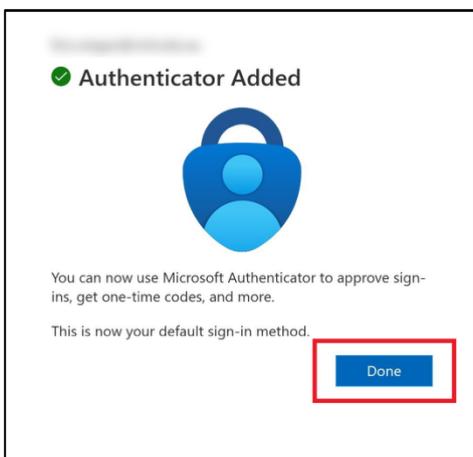
6. Switch back to your web browser and select **Next**.



7. A notification will be sent to your phone. **Enter the number** shown in your browser into the Microsoft Authenticator prompt and select **Yes** to approve.

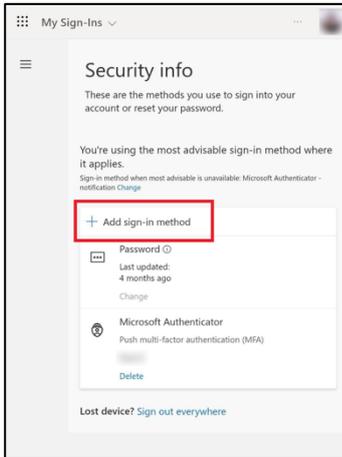


8. Select **Done**.

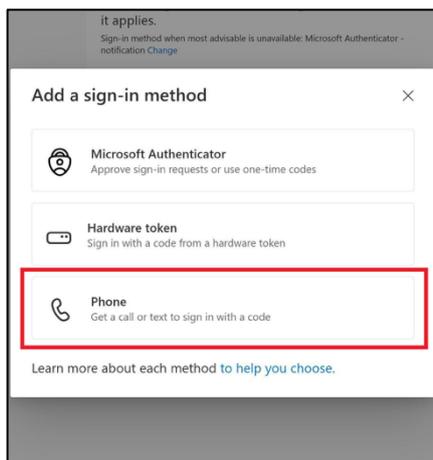


Add your mobile number as a backup method

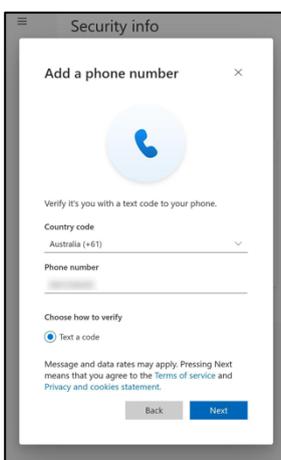
9. On the security info page, select **+ Add sign in method**.



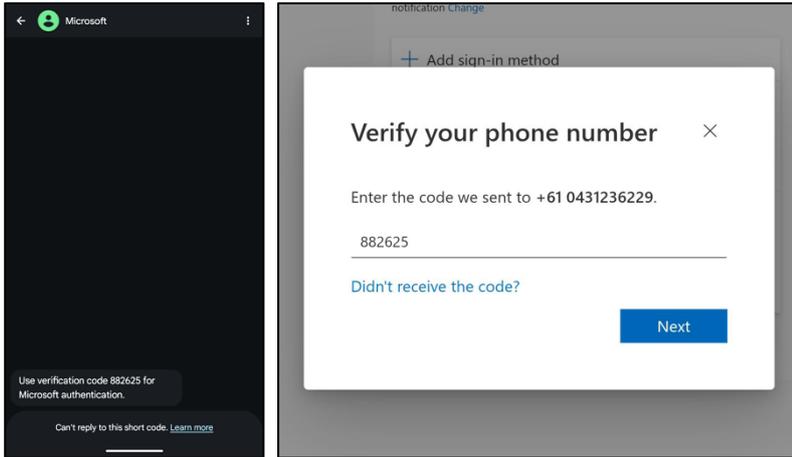
10. Choose **Phone**.



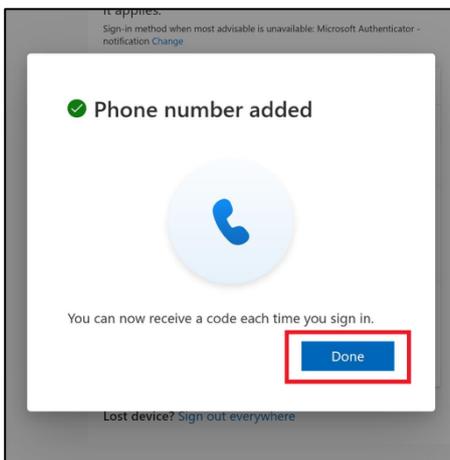
11. Select your **country code** and **enter your mobile number**, then select **Next**.



12. Enter the **verification code** sent to your phone, then select **Next**.



13. Select **Done**.



Your MFA is now set up with Microsoft Authenticator, and your mobile number is added as a backup method.