

Set up the Microsoft Authenticator app as your verification method

Follow these steps to add your two-factor verification and password reset methods. After you've set this up the first time, you can return to the **Security info** page to add, update, or delete your security information.

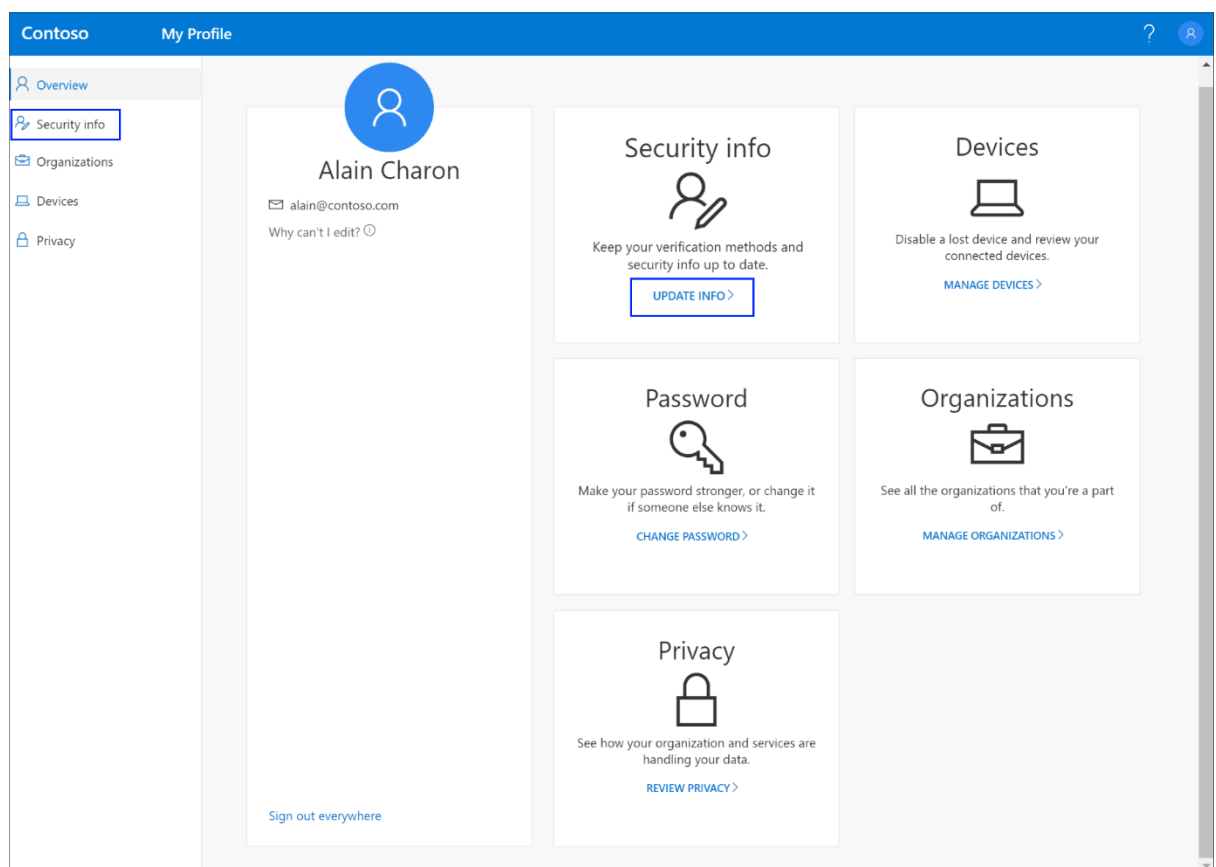
Set up the Microsoft Authenticator app from the Security info page



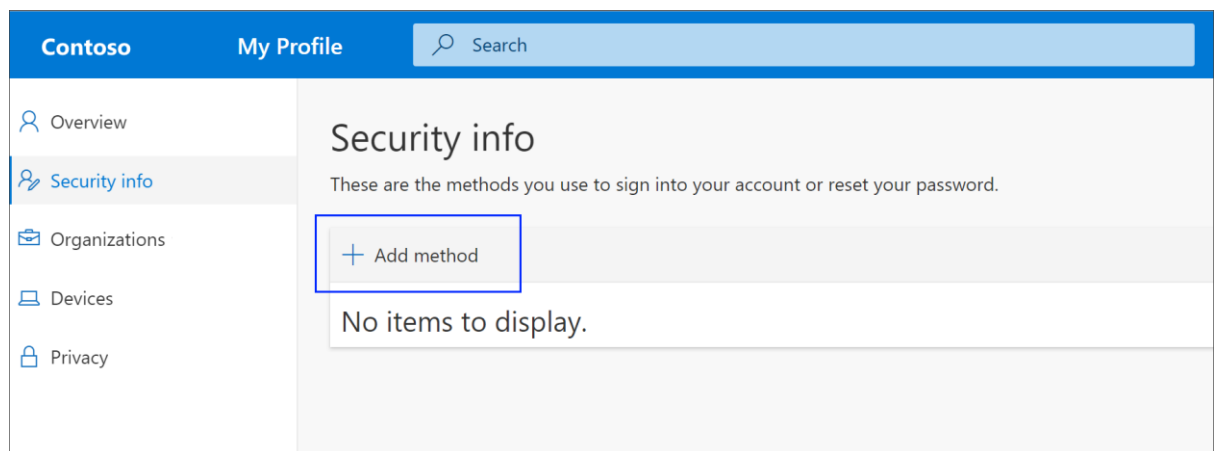
APG Recommend using the Authenticator App method for your additional authentication method. This method sends a notification to your mobile device that you will need to approve when you logon.

To set up the Microsoft Authenticator app

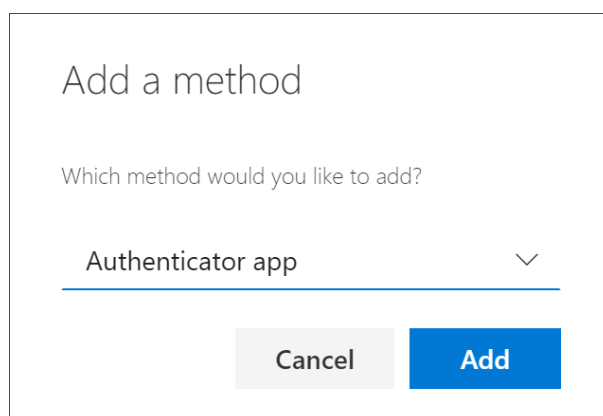
1. From your computer or mobile device, sign in to your work or school account and then go to your <https://myaccount.microsoft.com/> page.



2. Select **Security info** from the left navigation pane or from the link in the **Security info** block, and then select **Add method** from the **Security info** page.

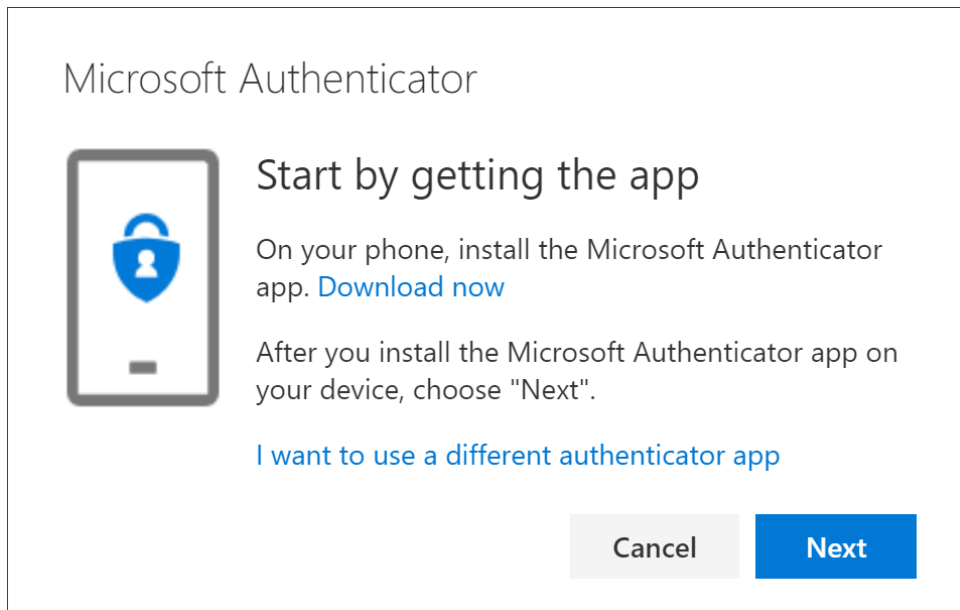


3. On the **Add a method** page, select **Authenticator app** from the drop-down list, and then select **Add**.

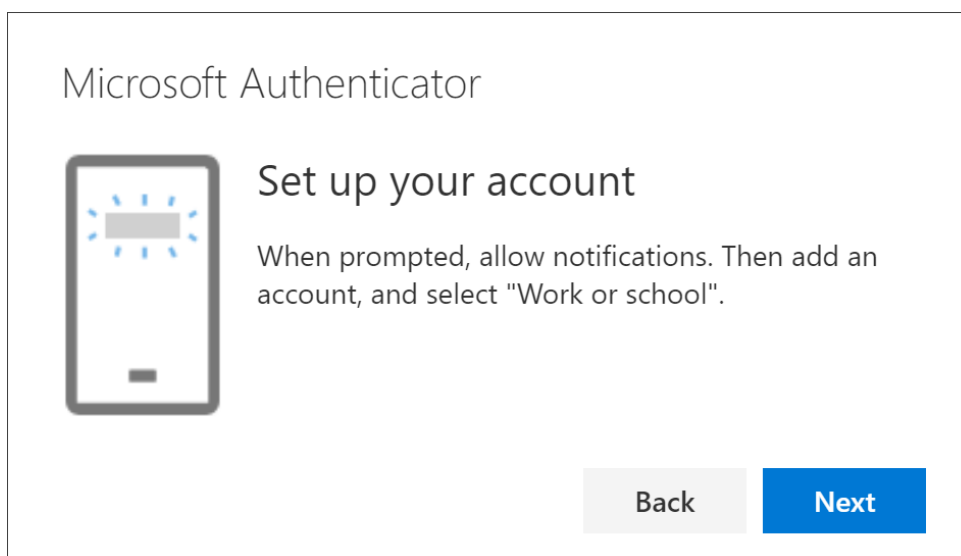


4. On the **Start by getting the app** page:
 - a. If you are completing these steps using your mobile device:
Select **Download now** to download and install the Microsoft Authenticator app, and then select **Next**.
 - b. If you are completing these steps using your computer:
Leave the **Start by getting the app** page open on your computer and switch to your mobile device. Download and install the Authenticator App from Google Play or the App Store (do not open the Authenticator app just yet). Switch back to your computer, and then select **Next**





5. Remain on the **Set up your account** page while you set up the Microsoft Authenticator app on your mobile device.

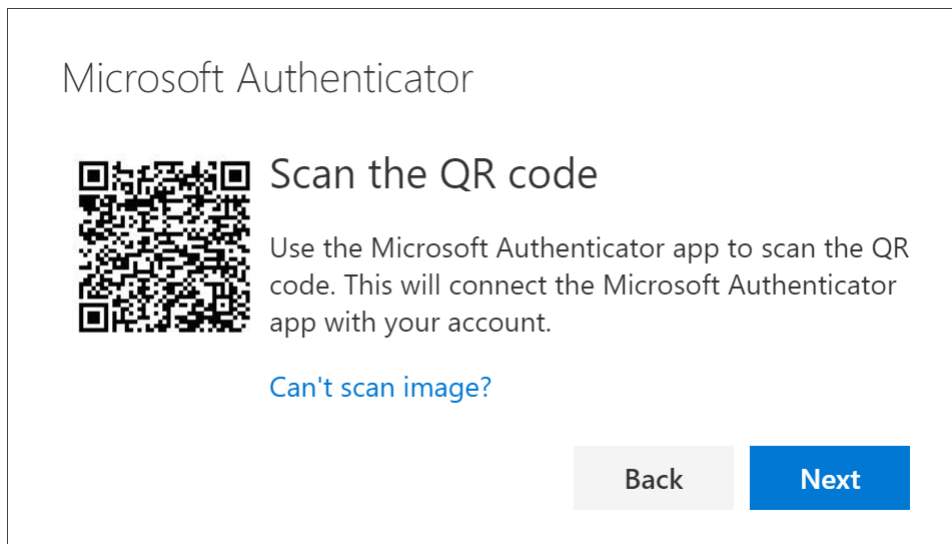


6. Open the Microsoft Authenticator app, select to allow notifications (if prompted), select **Add account** from the **Customize and control** icon on the upper-right, and then select **Work or school account**.

Note: If this is the first time you're setting up the Microsoft Authenticator app, you might receive a prompt asking whether to allow the app to access your camera (iOS) or to allow the app to take pictures and record video (Android). You must select **Allow** so the authenticator app can access your camera to take a picture of the QR code in the next step. If you don't allow the camera, you can still set up the authenticator app, but you'll need to add the code information manually.

7. Return to the **Set up your account** page on your computer, and then select **Next**.

The **Scan the QR code** page appears.

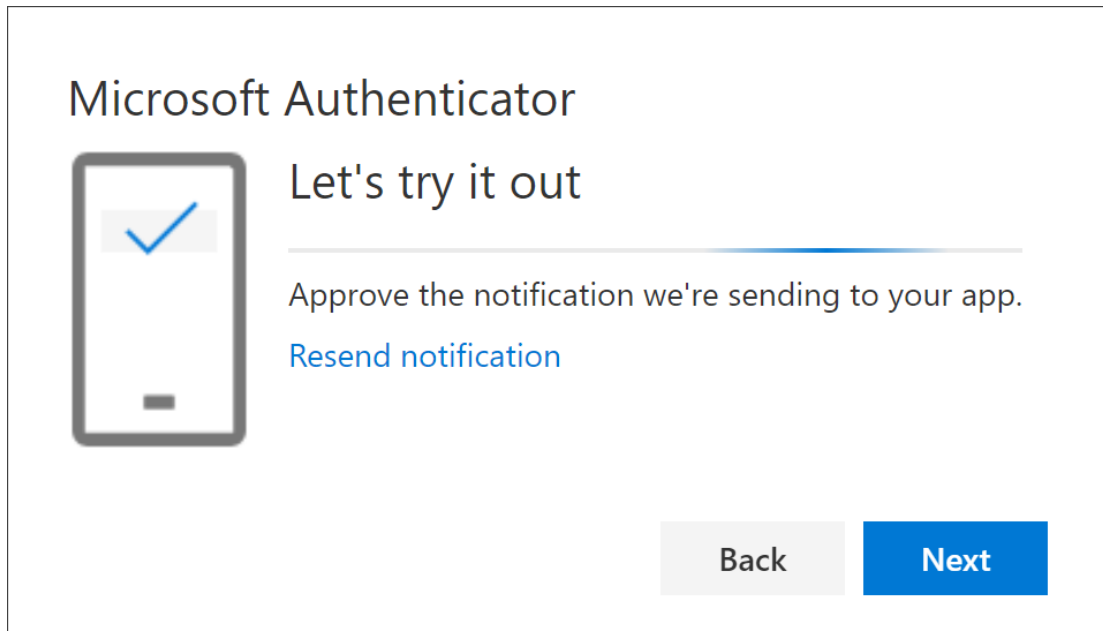


8. Scan the provided code with the Microsoft Authenticator app QR code reader, which appeared on your mobile device after you created your work or school account in Step 7

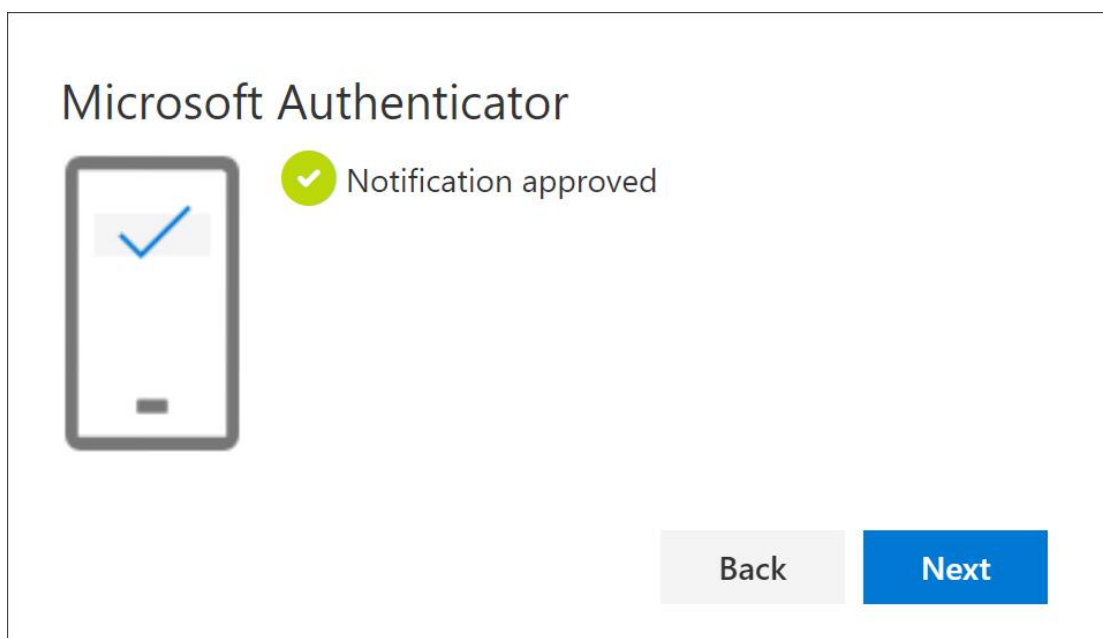
Note: The authenticator app should successfully add your work or school account without requiring any additional information from you. However, if the QR code reader can't read the code, you can select the **Can't scan the QR code link** and manually enter the code and URL into the Microsoft Authenticator app.

10. Select **Next** on the **Scan the QR code** page on your computer.

A notification is sent to the Microsoft Authenticator app on your mobile device, to test your account.



10. Approve the notification in the Microsoft Authenticator app, and then select **Next**.



Your security info is updated to use the Microsoft Authenticator app by default to verify your identity when using two-step verification or password reset.