

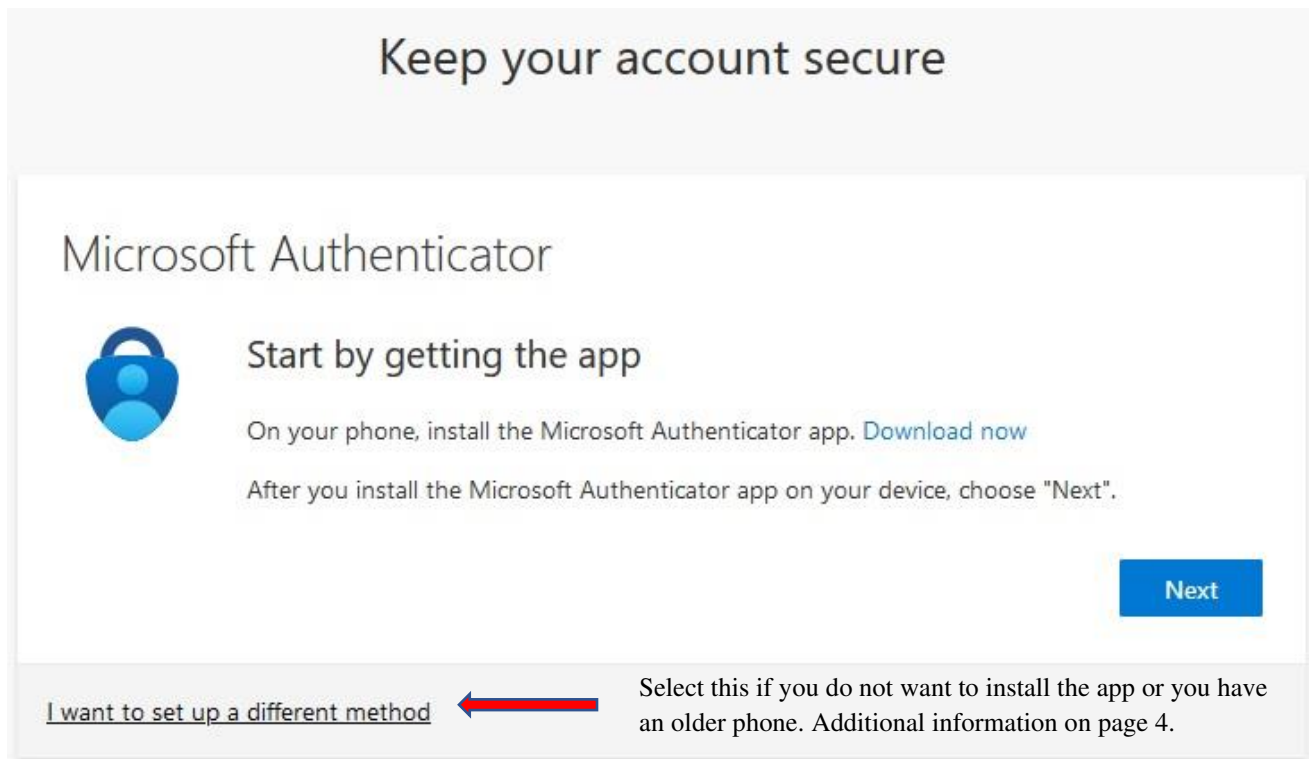


Multi-Factor Authentication (MFA) for NOC Student Email Access

Once MFA is enabled and you have logged in to 365, you may be prompted to install the Microsoft Authenticator app on your smartphone. The app is available for free on the Google Play Store (Android) and the Apple App Store (iPhone):

https://play.google.com/store/apps/details?id=com.azure.authenticator&hl=en_US

<https://apps.apple.com/us/app/microsoft-authenticator/id983156458>



Once the app is installed on your phone, open it (you may be prompted to unlock your screen) and tap the plus (+) icon in the top right to add an account, then select "Work or school account". Select "Scan a QR code". Using your smartphone's camera, scan the QR code on your desktop/laptop screen (note: not the example screenshot in this email). Your NOC student email should now be added to the list of accounts in the Microsoft Authenticator app.

Keep your account secure

Microsoft Authenticator

Scan the QR code

Use the Microsoft Authenticator app to scan the QR code. This will connect the Microsoft Authenticator app with your account.

After you scan the QR code, choose "Next".



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Back

Next

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You should then be prompted to enter a 2-digit code (shown on desktop/laptop screen) into the app (it will time out in under 60 seconds, click Resend notification if necessary). You will be prompted to approve the sign-in on your phone by re-doing your screen unlock method (PIN, biometrics, etc.). Once complete, your smartphone will be registered as a MFA method for 365 and you should be logged in.

Keep your account secure

Microsoft Authenticator



Let's try it out

Approve the notification we're sending to your app by entering the number shown below.

73

Back

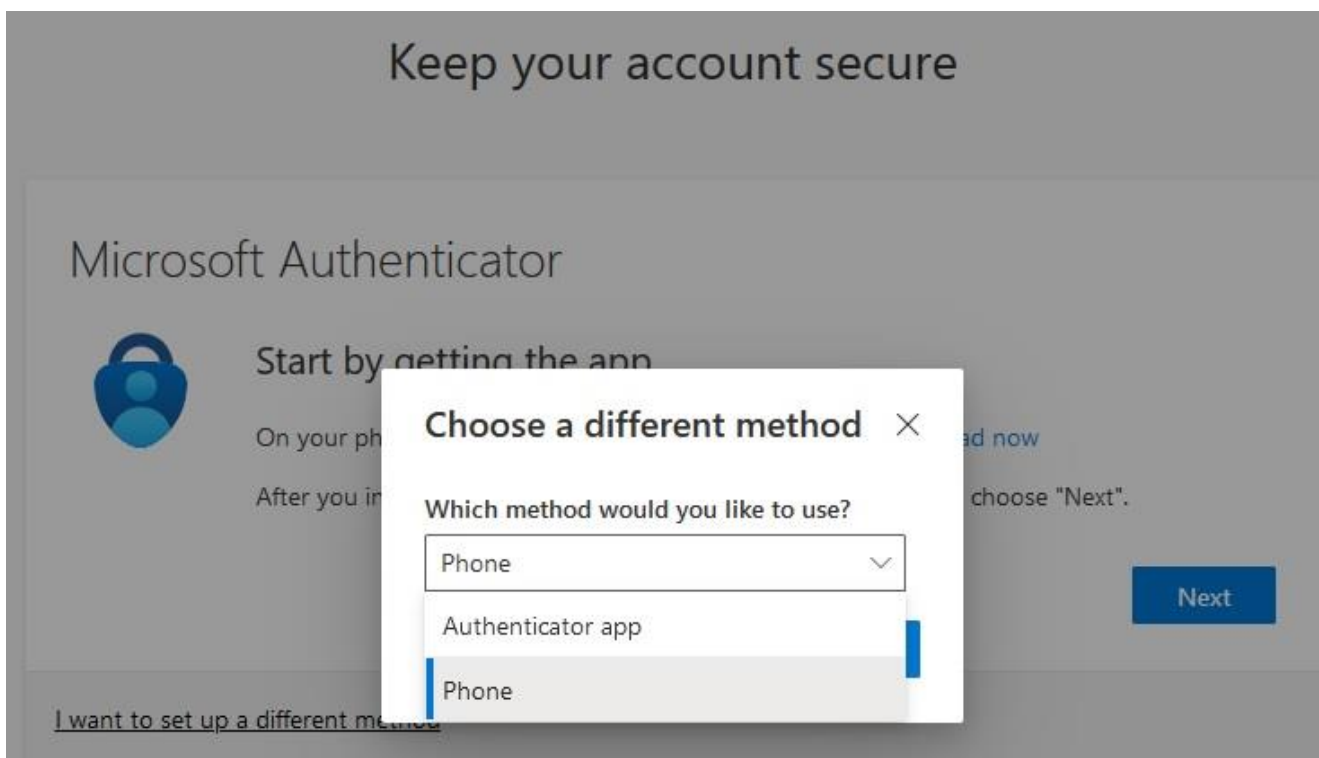
Next

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When signing in to 365 in the future, you may receive a notification from the Microsoft Authenticator app, asking you to enter a 2-digit code from your desktop/laptop screen. If you are not attempting to sign in but receive a notification, be sure to select the "No, it's not me" option.

MFA Option 2 – SMS/Voice (less secure)

For students who have a flip-phone or do not want to use the Microsoft Authenticator app, select "I want to set up a different method" instead. From the resulting drop-down window, select Phone and Confirm. You will be prompted to type your 10-digit phone number, then choose to receive a code (SMS) or a call (voice). If a code, you will be prompted to enter a 6-digit code sent to your phone by SMS text. If a call, you will receive an automated call from Microsoft that prompts you to enter the pound key (#). Either method should register your mobile phone number as a MFA method for 365 and you should be logged in. (NOTE: the SMS texts or automated calls from Microsoft are not “toll-free”; ensure your mobile phone’s service plan has sufficient talk/text minutes for signing in to 365 in the future.)



Keep your account secure

Phone

You can prove who you are by answering a call on your phone or receiving a code on your phone.

What phone number would you like to use?

United States (+1) ▼

5805551234

☒ Receive a code

☐ Call me

Message and data rates may apply. Choosing Next means that you agree to the [Terms of service](#) and [Privacy and cookies statement](#).

Next

[I want to set up a different method](#)