



Configuring Multi-Factor Authentication (MFA)

Set up MFA

To set up MFA for the first time, you need to use a computer to login and have a mobile nearby.

• Go to https://www.office.com/ in a browser, log in with your JU account.





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• Enter your email address to JU.

	Microsoft Sign in Boem20yq@student.ju.se No account? Create one! Can't access your account? Back Next Sign-in options
And then your password	JÖNKÖPING UNIVERSITY
	Use your JU username or JU e-mail address and password boem20yq@student.ju.se JU password Keep me signed in Sign in Problems signing in with your account? Please contact IT Helpdesk.

The next page will show "More Information Required"
 Click Next





Now it's time to install Microsoft Authenticator on your phone

• Before you continue, you need to download the Microsoft Authenticator app on your phone. Install from the **AppStore** on an Apple device and from **Google Play** on an Android device.

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iOS

Android



• Once the app is installed on the phone you want to use for the sign-in, select **Next** followed by **Next** again on the "Set up your account" dialog box.

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IVIICroso	oft Authenticator			
	Start by getting the app			
	On your phone, install the Microsoft Authenticator app. Download now			
	After you install the Microsoft Authenticator app on your device, choose "Next".			
	I want to use a different authenticator app			
	Next			

Microso	oft Authenticator
2 <u></u>	Set up your account If prompted, allow notifications. Then add an account, and select "Work or school". Back Next



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Open Microsoft Authenticator on mobile.
 Select Add account (or click the plus sign) followed by Work or school account.
 Scan the QR code into your browser. (Don't forget to allow Notifications on your phone)









• When the QR code is scanned, the account should appear in Microsoft Authenticator as shown below. Select **Next** in your browser to test the confirmation. Enter the number into the Authenticator app that appears in the browser.

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1	2 АВС	3 Def	
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7 pqrs	8 TUV	9 wxyz	
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• Click Next.

Keep your account secure		
Your organization requires you to set up some methods of proving who y	ou are.	
Microsoft Authenticator	Back	Next
I want to set up a different method		

• When everything is ready, the following is shown and after a confirmation with **Done**, MFA is now ready to use.

	Keep your account secure
Succ	ess!
Great job Default s	. You have successfully set up your security info. Choose "Done" to continue signing in.
۱ ٢	/licrosoft Authenticator
	Done