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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. And login 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?](#)

Next

Sign-in options

- And then your password



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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](#).

[Forgotten or expired password?](#)

The next page will show "Let's keep your account secure"
Click **Next**

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Let's keep your account secure

We'll help you set up another way to verify it's you.

[Use a different account](#)

[Learn more about verifying your identity](#)

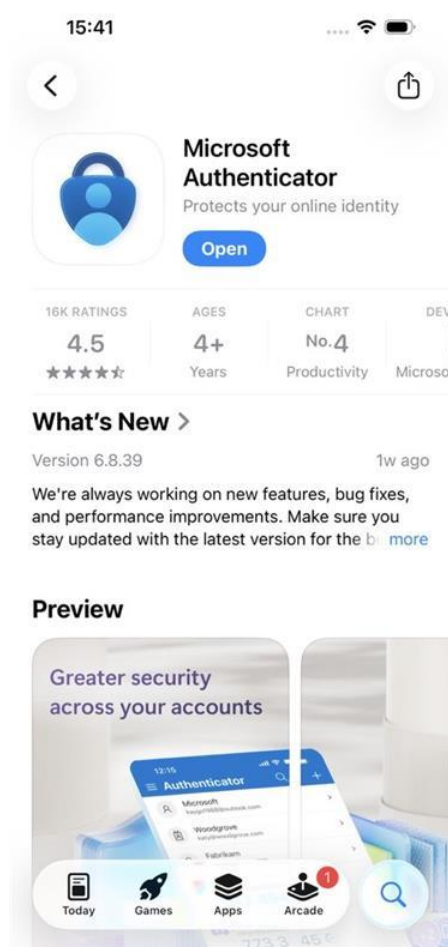
Next



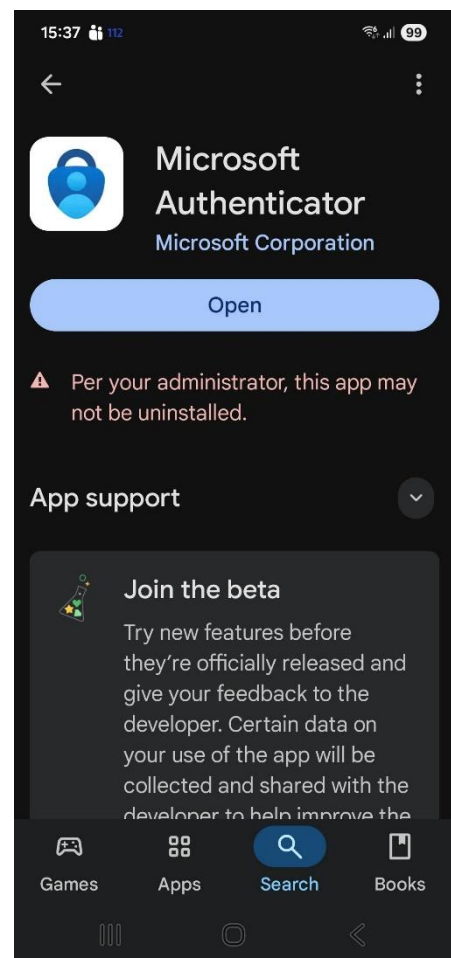
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Now it's time to install Microsoft Authenticator on your phone

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



iOS

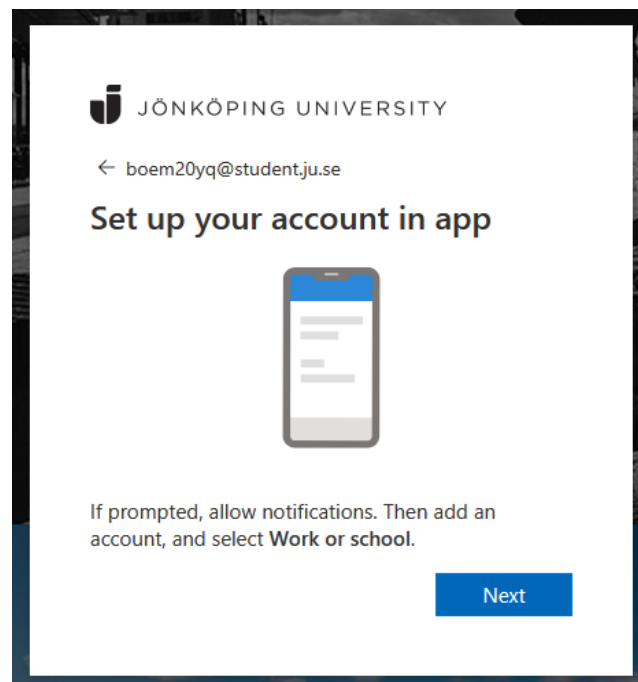
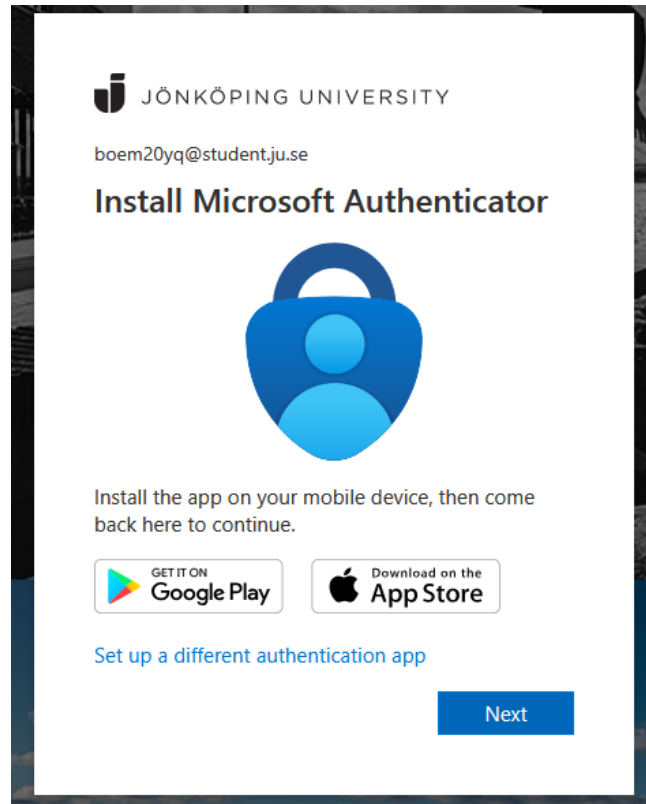


Android



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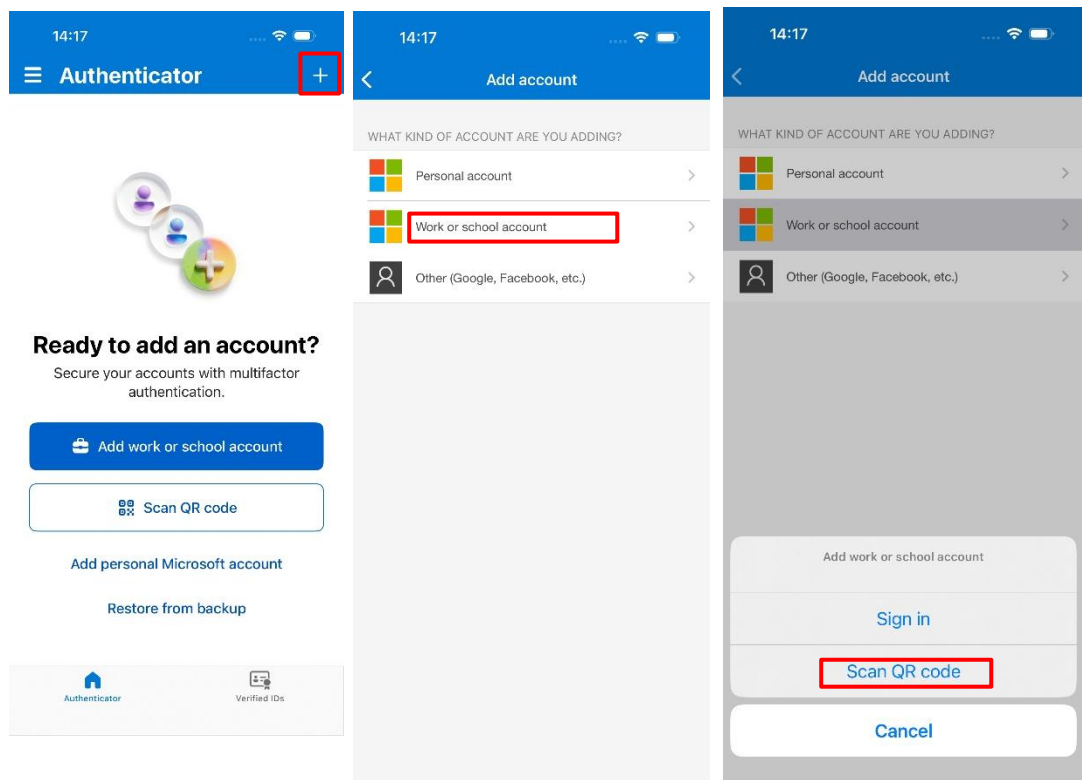
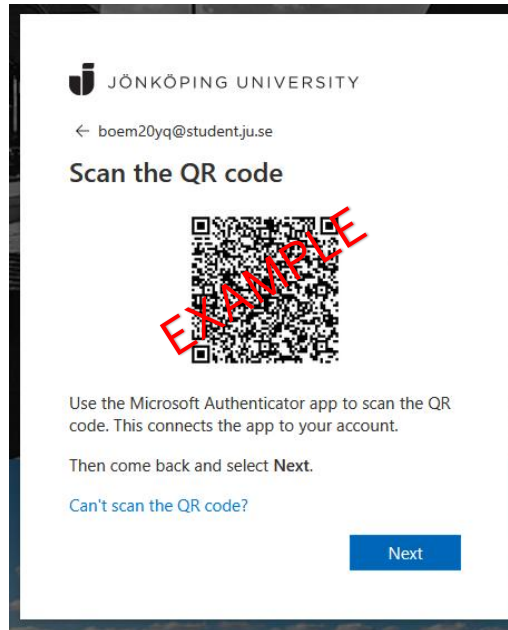
- Once the app is installed on the phone you want to use for the sign-in, select **Next** followed by **Next** again on the "Set up your account" dialog box.





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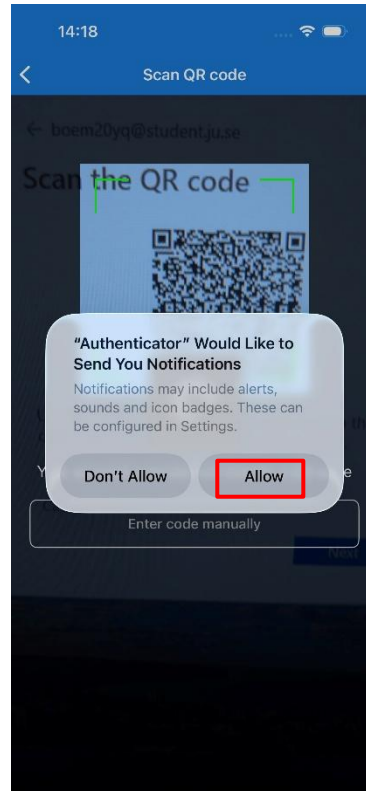
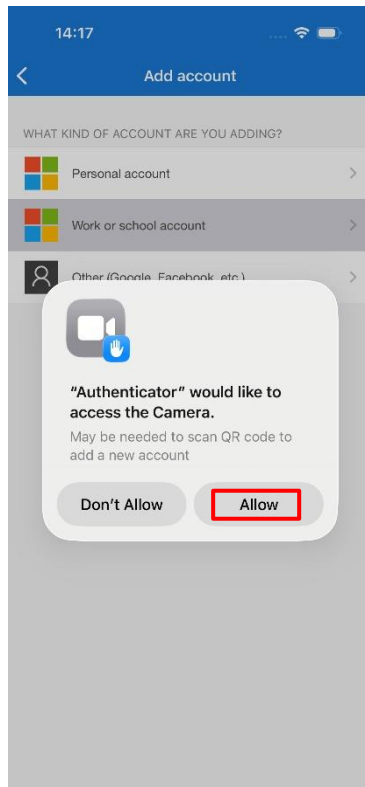
- When the QR-code is showing **Open Microsoft Authenticator** on mobile. Click on the **Plus Sign** to **Add account** followed by **Work or school account**.



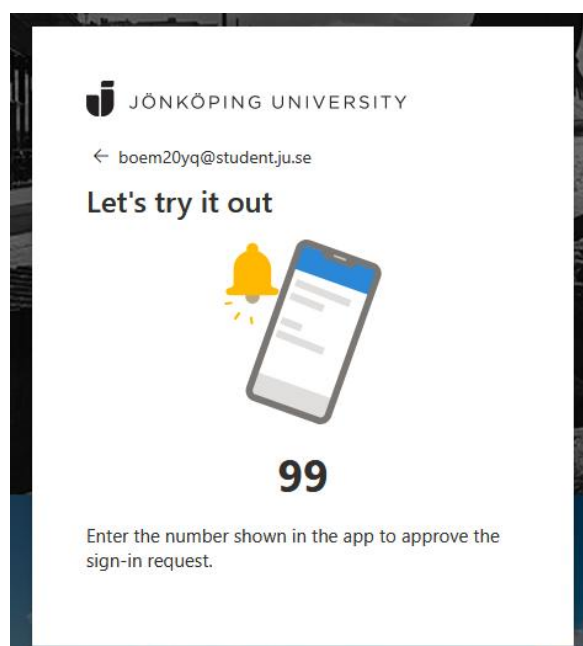
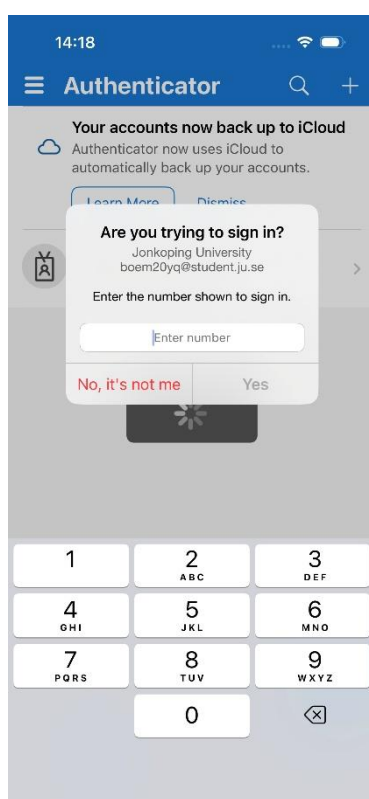


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- Click **Allow** so the Authenticator get access to the camera and can Send Notifications. Then **Scan the QR** code that shows in your browser.



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

