

Purpose:

Upon completion of this procedure, The Microsoft Authenticator mobile app will be configured to provide a 2-factor authentication for an account.

Context:

With evolving cybersecurity attack patterns, User accounts remain a major vulnerability that has caused enormous damage. To safeguard our data, network, and services, 2FA is being enforced for all users.

Microsoft Authenticator provides an interface with notifications to easily confirm authentication, confirming a log-in attempt is actually coming from you, by confirming on a device typically carried everywhere.

As part of multi-factor authentication, the Microsoft Authenticator app satisfies the “something you have” factor, complementing passwords (“something you know”) or biometrics (“something you are”). This provides strong resistance against phishing and credential theft.

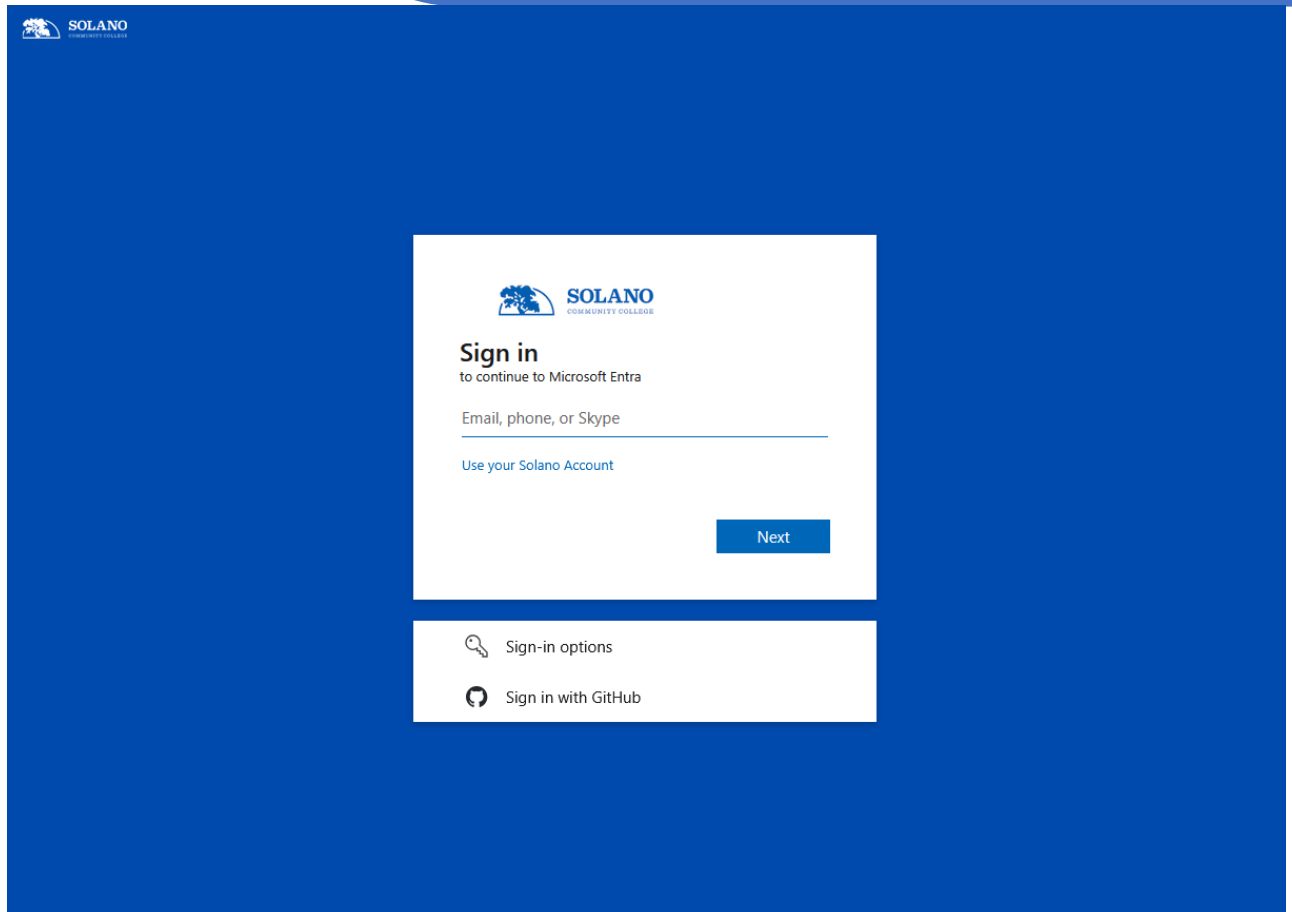
Requirements:

- A valid Solano Community College Account
- Password Authentication setup
- A Smart phone with Microsoft Authenticator installed, QR Code below:

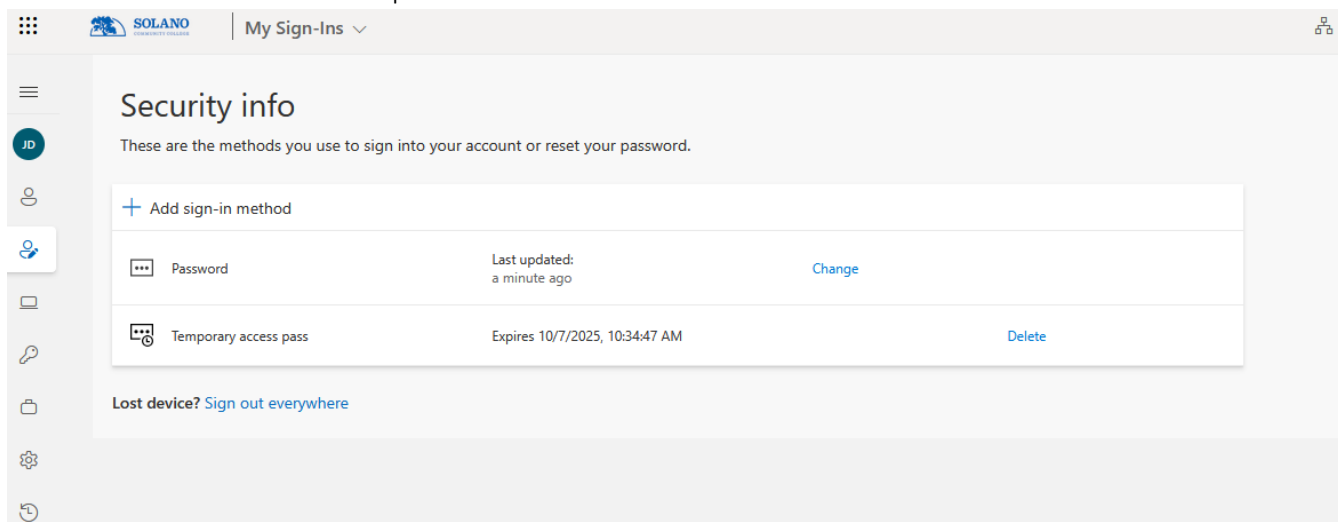


Procedure:

1. If not already, log in to <https://aka.ms/setupsecurityinfo>



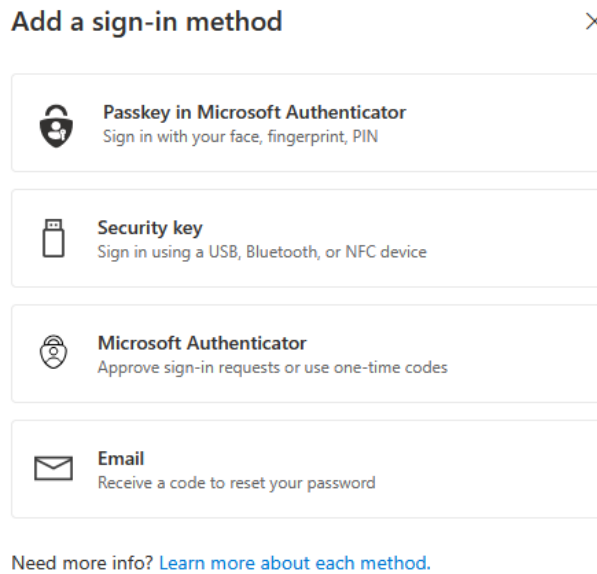
2. Once logged in, the Security Info page will appear, and it will show all authentication methods that have been set up.



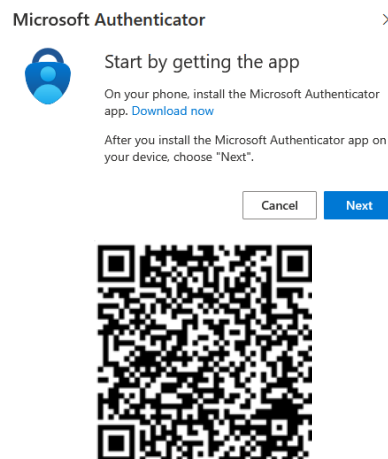
3. Just above the authentication methods, click the Add Sign-in method Button

 Add sign-in method

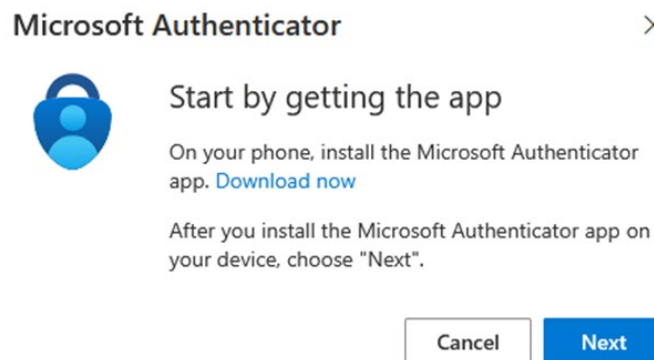
4. In the box that appears, select Microsoft Authenticator.



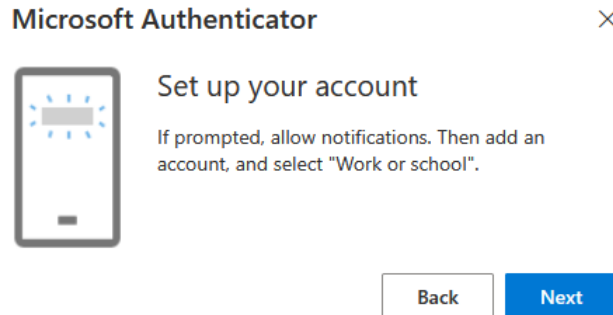
5. On the next page, you will be prompted to install Microsoft Authenticator. Install it on the desired mobile device, QR code below.



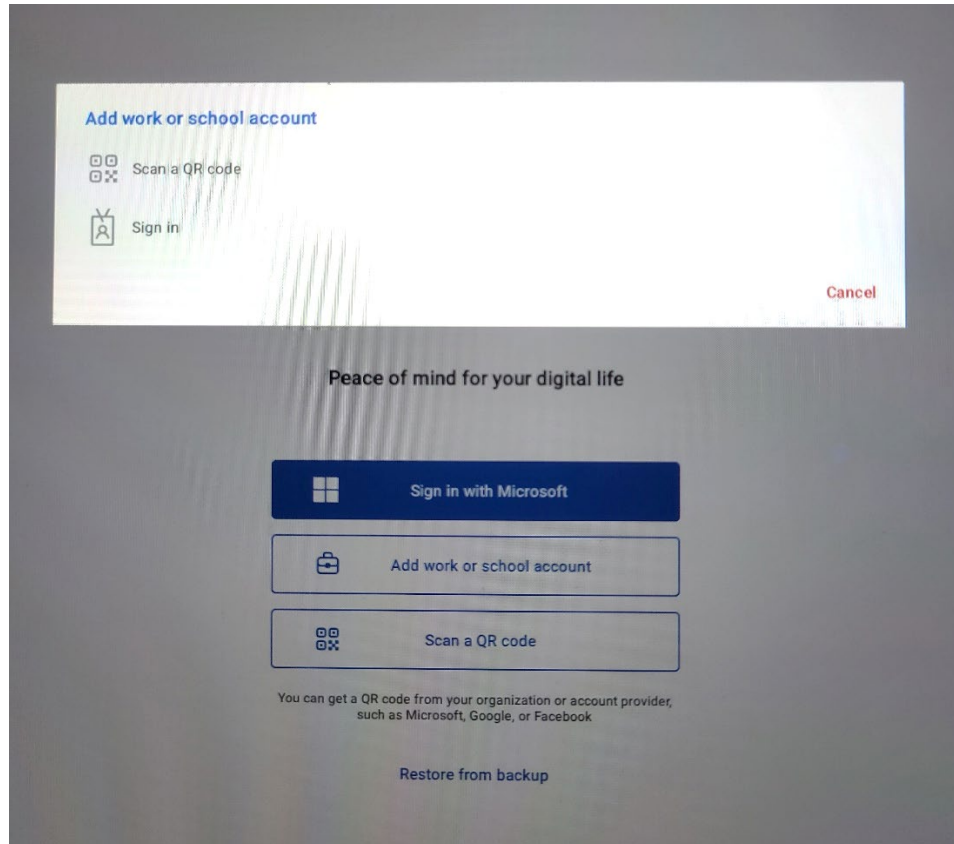
6. Once the Microsoft Authenticator app has been installed on the desired mobile device, click the next button.



7. You will be prompted to allow notifications and to sign in on the Authenticator App. Click the Next button.



8. On the Authenticator App, Add an account. Select Sign into Work or school account. Select Scan a QR code.



9. On the next page, A QR code will appear. Select Scan a QR code on the Authenticator app, the camera will open (You may need to grant permission to use the camera.)

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".



Can't scan image?

Back

Next

10. Holding the mobile device so the QR code appears in the box, the application will scan the QR code and will automatically close the camera once it has been successfully scanned.

11. On the Webpage, once scan has completed, click the next button.

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".



Can't scan image?

Back

Next

12. Microsoft will confirm the app is successfully set up. A code will appear and a notification will pop up. Enter the number on the computer screen into the box on the mobile device and press yes. You may have to enter the code to unlock your device.

Microsoft Authenticator



Let's try it out

Approve the notification we're sending to your app
by entering the number shown below.**45**

Back

Next

13. Once completed, a successful message will appear. Microsoft Authenticator is now setup, click next.

Microsoft Authenticator

 Notification approved

Next

Additional Notes:

Additional mobile devices may be set up after the first device has been set up.

If all devices set up with Microsoft Authenticator are no longer in possession, contact the appropriate administrators, all old registrations will have to be removed before new registrations can be completed.