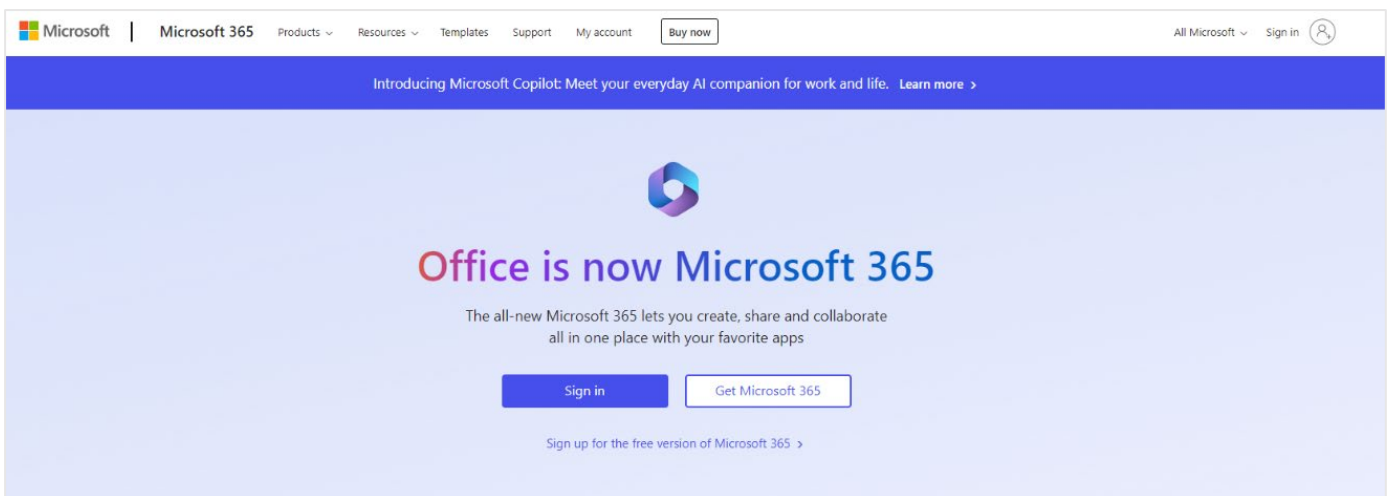JÖNKÖPING UNIVERSITY

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.
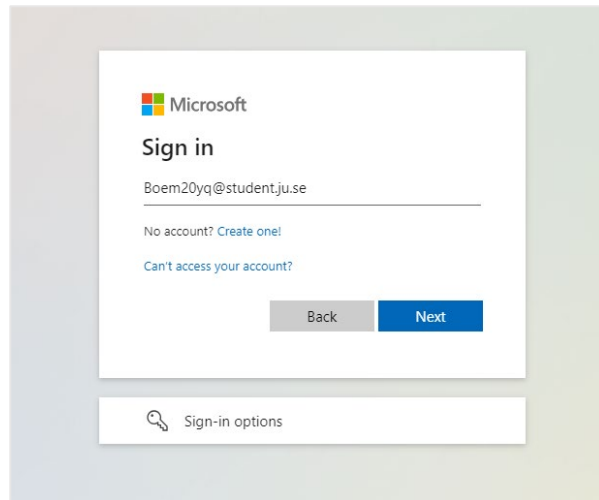
- Go to https://www.office.com/ in a browser, log in with your JU account.
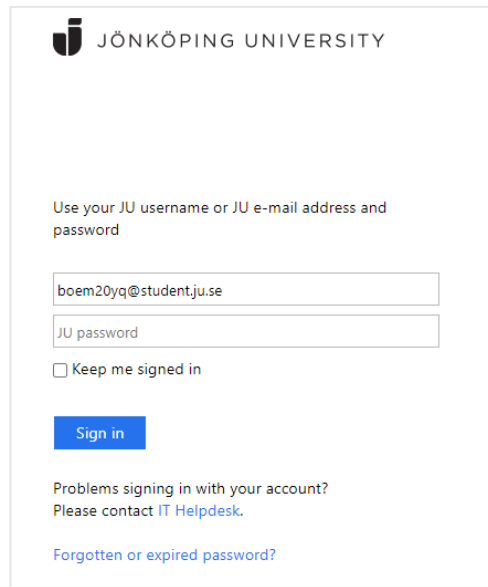
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- Enter your email address to JU.

- And then your password

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

Now it's time to install Microsoft Authenticator on your phone
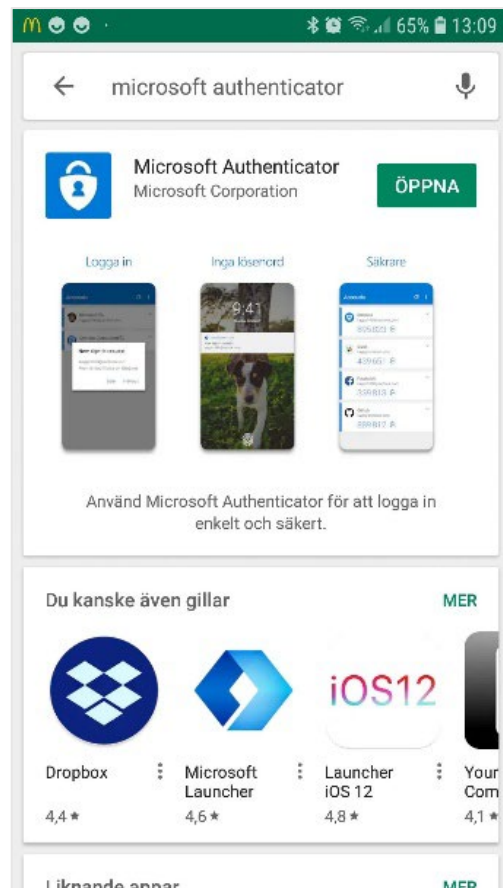
- Before you continue, you need to download the Microsoft Authenticator app on your phone. Install from the **AppStore** on an Apple device and from **Google Play** on an Android device.
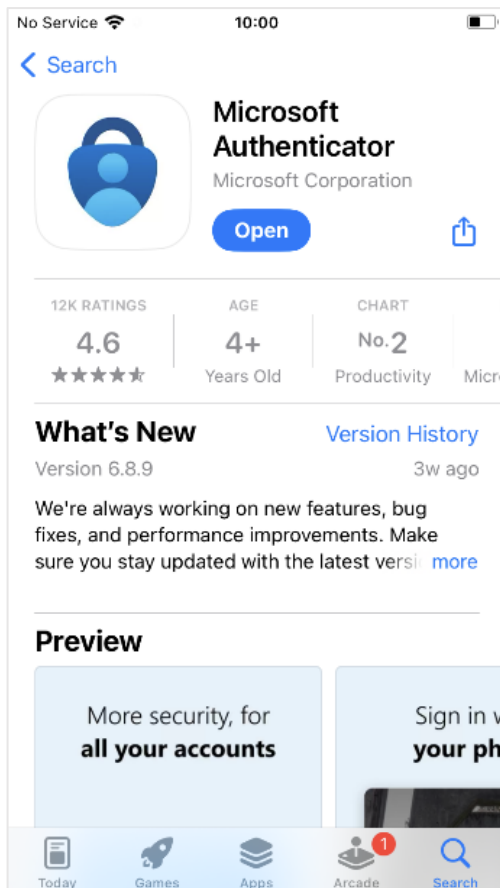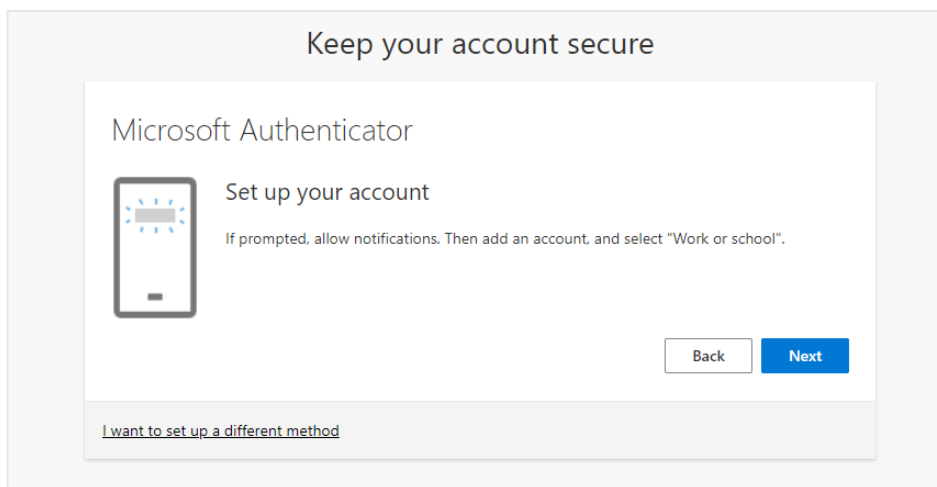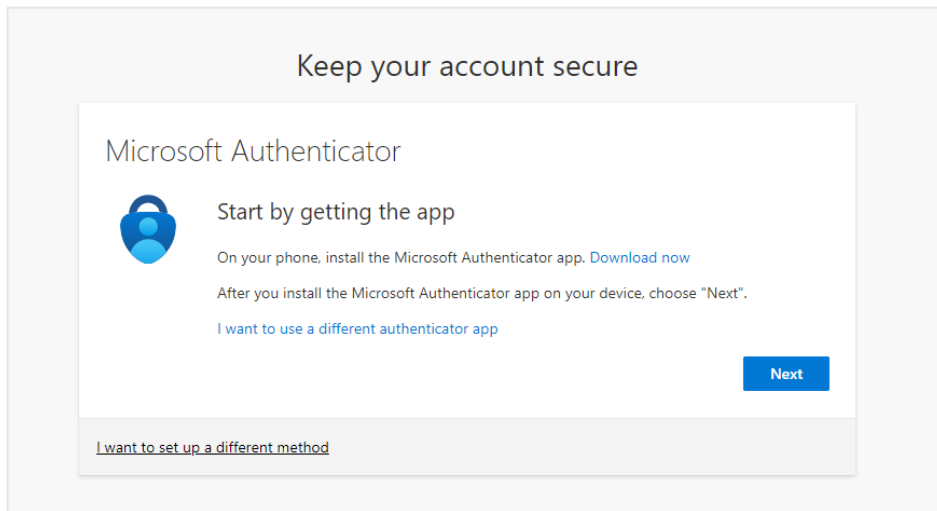

iOS   Android

- 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.

Keep your account secure

Microsoft 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

I want to set up a different method

Keep your account secure

Microsoft Authenticator

Set up your account

If prompted, allow notifications. Then add an account, and select "Work or school".

Back   **Next**

I want to set up a different method

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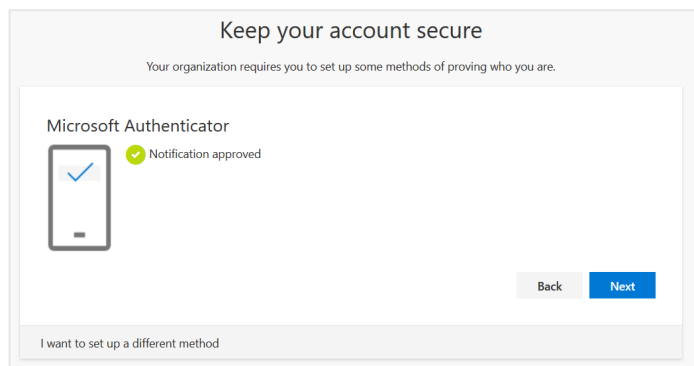
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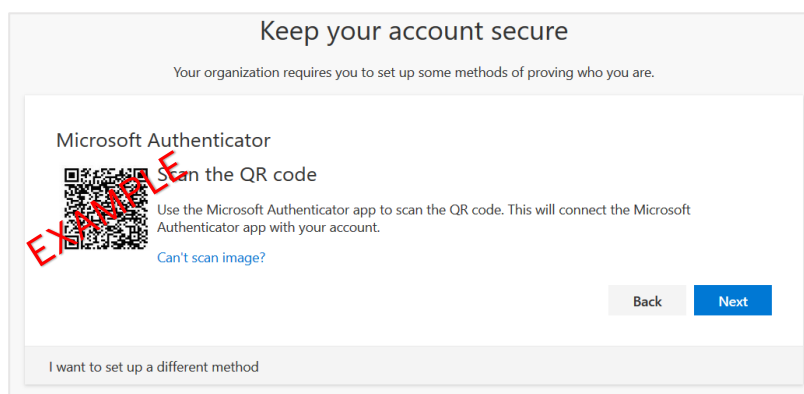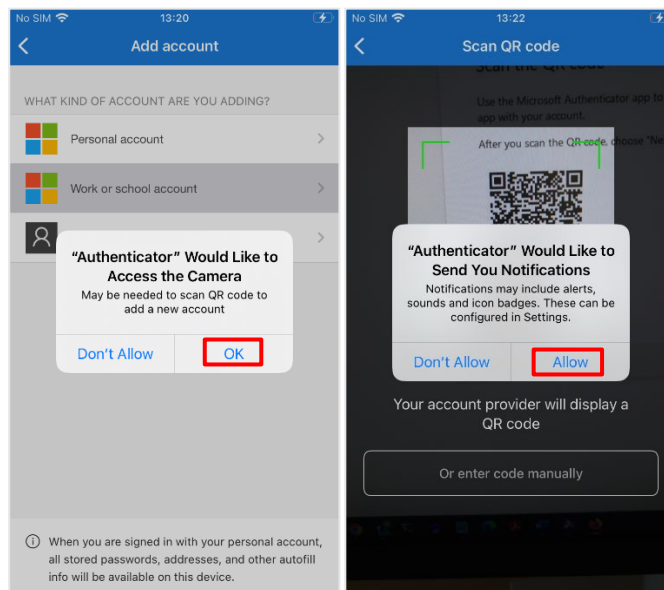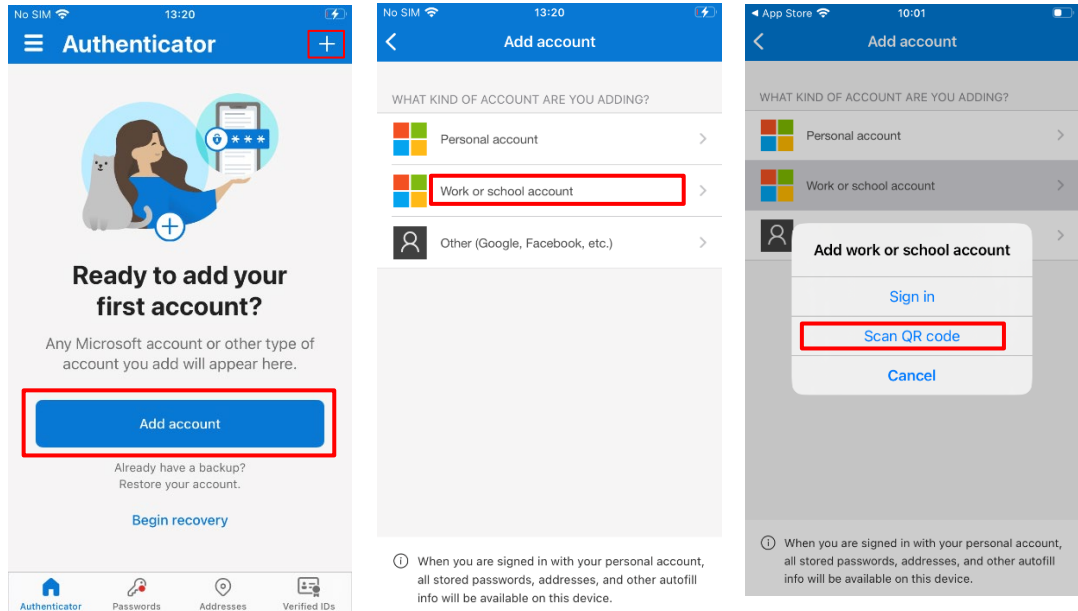
- When the QR code is scanned, the account should appear in Microsoft Authenticator as shown below. Select **Next** in your browser to test the confirmation. Enter the number into the Authenticator app that appears in the browser.
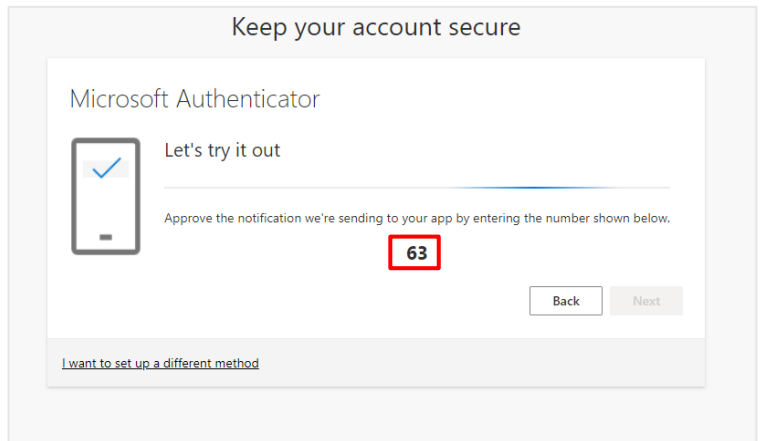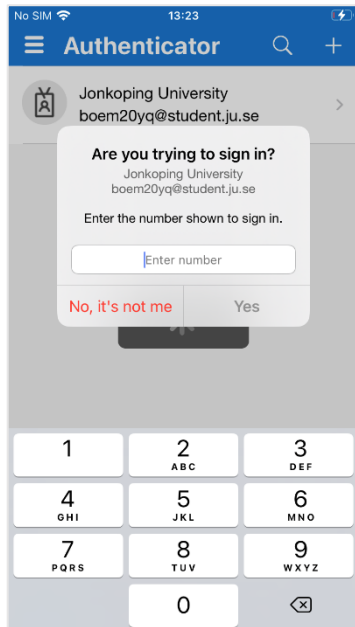
- Click Next.

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