Enabling MFA in M365

Presented to:



September 23, 2024



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Optimise security processes to bring down costs

A vulnerable entry point for cyber attackers is to use credential-based attacks to access networks and steal data or spread ransomware. However, multi-factor authentication stops 99.9 percent of credential-based attacks. That's why MFA really is one of the most fundamental security measures.

Building a secure hybrid workforce

Multi Factor Authentication is becoming increasing important for an organisation's cybersecurity. To stay resilient, organisations need to ensure employees can securely and easily access their work across devices, no matter where they are. MFA helps achieve this. Also, by modernising MFA organisations can increase resilience to attacks and service outages.





1. Download the Microsoft Authenticator app for your mobile device at https://www.microsoft.com/en-us/security/mobile-authenticator-app





2. On your PC, sign into your Microsoft account at https://aka.ms/mfasetup or click on View Account from your user profile at the top-right of the window.



3. Click on **Security info** on the left-hand menu.

 Organizations Devices Privacy 	Alain Charon ⊠ alain@contoso.com Why can't I edit? ⊙	Security info	Devices Disable a lost device and review your connected devices. MANAGE DEVICES	
		Password	Organizations	



4. Select "Add sign-in method".

5. Select Authenticator app

९ Overview	Security info These are the methods you use	to sign i 🍅 your account or reset your password.	
Security info	Default sign-in method: Micro	st Authenticator - notification Change	
	+ Add sign-in method		
🗕 Devices	& Phone	Add a method	×
A Privacy	Microsoft Authenticator	Which method would you like add?	
	Microsoft Authenticator	Choose a method	~
	Lost device? Sign out everywhe	Authenticator app Email	

6. Click **Next**, as you've already installed the Authenticator app.





7. Click Next again, to have your PC display the QR code.

Microsoft	Authenticator	\times
-	Set up your account If prompted, allow notifications. Then add an account, and select "Work or school". Back	Nevt

8. It should look similar to this. NOTE: Do not scan the QR code in this instruction document.

Microsof	t Authenticator			
Do not sc Example o	Use the Microsoft Au code. This will conne app with your accour an. Can't scan image?	ode othenticator app to ct the Microsoft Au nt.	scan the QR uthenticator	
		Back	Next	



9. Open the MS Authenticator app on your phone and click on the **Add account** (or Plus button at top-right of screen).

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Accounts	+		
Ready to add your first account?			
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Add account			
	•		
Already have a backup? Sign in to your recovery account. Begin recovery			



10. Select *Work or school account* and then Scan QR code.

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WHAT	KIND OF ACCOUNT A	RE YOU ADDING?	
	Personal account		>
	Work or school acco	unt	>
8	Other (Google, Facel	book, etc.)	>
	Add work or s	chool account	
	Sign in	Scan QR cod	le
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Add w	ork or school arec	ount	
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A Sig	gn in		
		CANCEL	

- 11. Scan the QR code with your phone.
- 12. Your phone app will then add the account.





13. Click **Next** on the **Scan the QR code** page on your computer. A notification is sent to the Microsoft Authenticator app on your mobile device, to test your account.

Microso	ft Authenticator
\checkmark	Let's try it out
_	Approve the notification we're sending to your app. Resend notification
	Back Next



14. Enter the number shown into your Authenticator app on your phone to approve the login.



15. For mobile devices, Open Outlook, you'll be asked to Sign in, open Authenticator. The screen to enter the digits might get hidden by the Auth request dialogue. Select "I can't see the number" to bring the initial window up, then tap the screen again to enter the number.