

Microsoft Authenticator App: What it is and how you can get started!

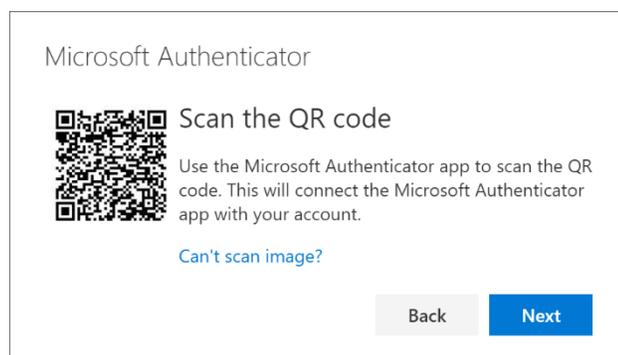
By Information Technology | <https://ssndcp.org/itc>

As we have become familiar with [multi-factor authentication \(MFA\)](#), we'd like to introduce you to another way to take advantage of this extra layer of security. If you have a smartphone (iPhone, Galaxy, etc.) or tablet (iPad, other?), there is an alternative way to verify your authentication when you are accessing your @ssndcp.org account. Instead of having Microsoft call you or text you a code to verify yourself, you can utilize an easier way--the **Microsoft Authenticator app**.

It's extremely useful for quick sign-ins and it's faster than email or text codes. To get started, download the Microsoft Authenticator app on your **smartphone** or **tablet** from the [Apple App Store](#) (for iPhones and iPads) or [Google Play Store](#) (for Android devices such as the Galaxy model).

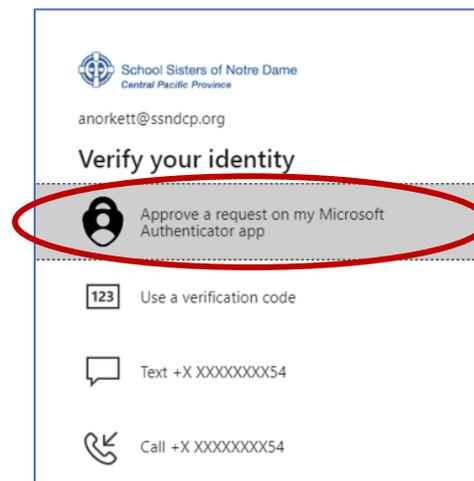
Once the app is installed on your mobile device, **you must utilize another device for next steps**. On the second device:

1. *Login* to your @ssndcp.org work account at the Microsoft MyAccount Portal - <https://myaccount.microsoft.com/>
2. *Click* the "**Security info**" option.
3. *Click* "**Add sign-in method.**"
4. *Select* "**Authenticator App**" from the Which method would you like to add? pop-up
5. *Click* **Add**
6. *Click* **Next** on the Add Account screen.
7. *The Scan the QR code* screen should appear as shown.
 - a. Now you must go back and use the smartphone or tablet on which you first installed the Authenticator app. Scan the QR code. This video may be helpful to watch so you can see how it's done. <https://youtu.be/jTwtosQkn6I?t=84> Once the QR code is scanned, the app should successfully add your @ssndcp.org work account to your smartphone or tablet.
8. *Click* **Next**. To test your account, a notification is sent to the Microsoft Authenticator app on your mobile device.
9. *Approve* the notification that appears in the app and then *select* **Next**. Your identity is now verified.



For more information on how to download and install the app or additional information on setup, please refer to the [Microsoft Support page](#) which includes more documentation and additional screenshots.

Once the authenticator app is setup, when logging into your Microsoft 365 @ssndcp.org account, you will see this screen that shows ways to verify yourself. Once you *select* "**Approve a request on my Microsoft Authenticator app,**" an alert will appear on your smartphone or tablet.



You can then *select* **Approve** to sign-in.



Other Capabilities the Authenticator App Offers

- [Changes your password](#), should you ever want or need to for security reasons.
- Provides the option of [storing passwords](#) and other data (payments and addresses) that you want to keep secure.
- Works cross-platform--meaning you can utilize it to [secure other accounts \(Google, Facebook, Amazon, etc.\)](#) as well.

Thank you for your continued efforts to secure your accounts and data! If you have any questions or concerns, please contact us at 1-800-373-7521 or helpdesk@ssndcp.org so we can further assist you!