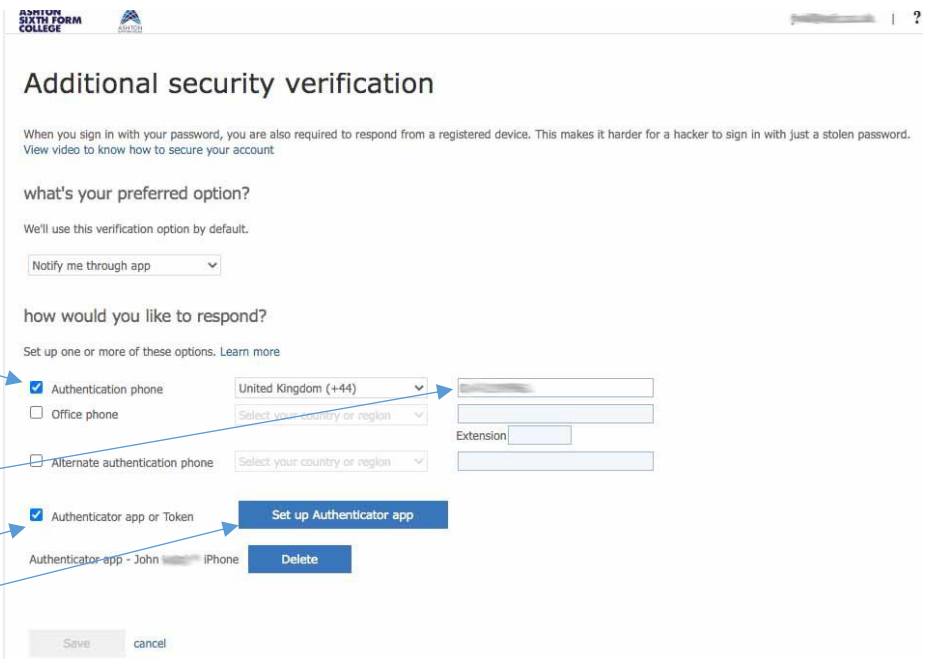


Setting up the Authenticator App

On your computer

Click on the link below or copy and paste it into a web browser:
<https://account.activedirectory.windowsazure.com/Proofup.aspx>

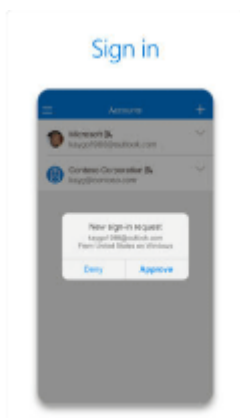


The screenshot shows the 'Additional security verification' page. Annotations with blue arrows point to specific elements:

- 'Ensure this is ticked' points to the 'Authentication phone' checkbox.
- 'Ensure your mobile number is Entered with a leading 0 i.e. 07123456789' points to the phone number input field.
- 'Ensure this is ticked' points to the 'Authenticator app or Token' checkbox.
- 'Then click this button' points to the 'Set up Authenticator app' button.

On your phone

Download the Microsoft authenticator app on your smart phone from the app store.



Follow the on-screen instructions to configure the mobile app. Scan the QR code on the computer screen from the app and approve your device. Once complete click on the Save button then approve the changes via the app when prompted.

Once completed successfully your college account will be listed on the app.

The app is setup and ready to go!