Enrolling for Student Multi-factor Authentication
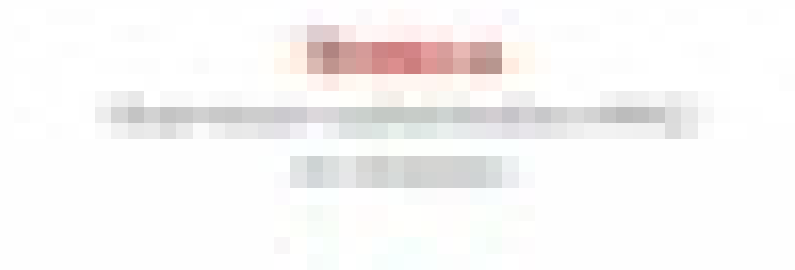
Version 16

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Start by getting the app
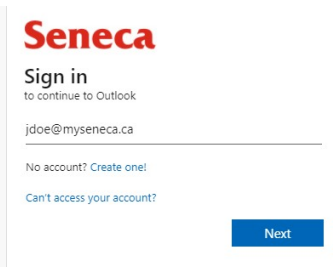
On your phone, install the Microsoft Authenticator app. Download now.

Enrolling for Student Multi-factor Authentication Demo

Enrolling for Student Multi-factor Authentication

1. Go to https://myid.senecapolytechnic.ca/mfasetup
2. Enter your **Seneca email address** and click Next
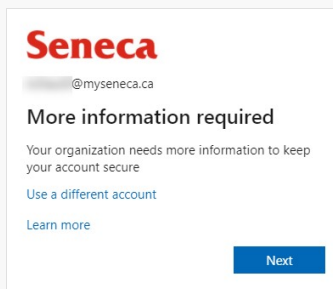
3. Enter your **password** and click Sign In

4. You will see More information required and click Next
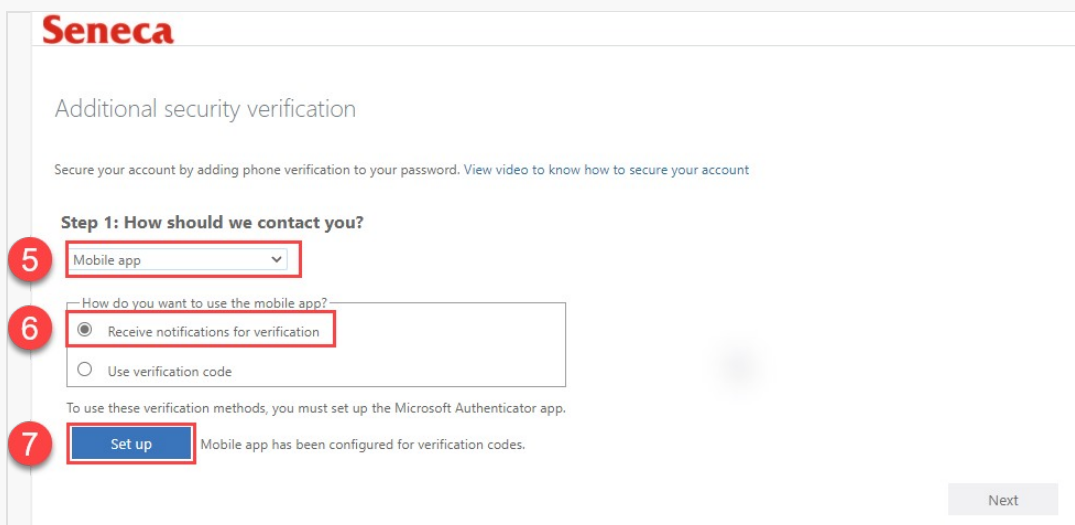
5. Now you will setup your Microsoft 365 sign-in for 2 step authentication. In the Additional security verification screen,

   a. Under **Step 1: How should we contact you?**, in the drop down menu select **Mobile App**

6. For a better experience that is quicker and more secure, it is recommended to receive notification for verification option.

   1. Under **How do you want to use the mobile app?**, Select **Receive notification for verification**.

7. Click **Set up**

8. Open the Microsoft Authenticator app on your phone.

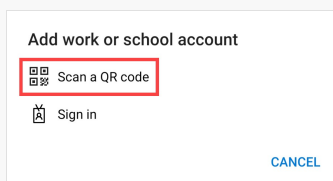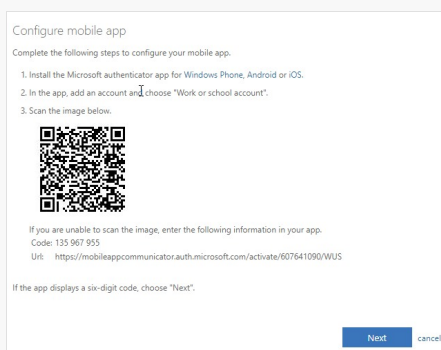9. Click the 3-dots on the top right side and click Add account
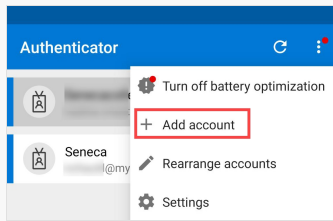
10. Select Work or school account
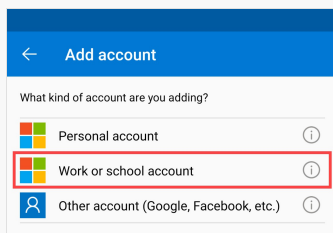
11. Select Scan a QR code

12. Using the Authenticator app to scan the QR code and click Next.

13. Once the mobile app has been configured for notifications and verification codes, click **Next**

14. In Step 2, a notification will be sent to your phone to make sure that the Authenticator app is working. Respond to the notification on your device by selecting Approve.

15. Once the verification was successful, you will be directed to Step 3.

16. In Step 3, enter your phone number in case you lose access to the mobile app. Select your **country or region** and enter your **phone number** and click **Done**.

17. You will now be asked to select your preferred verification option if you would like to change to a different option other than your default.

Additional Information

Here is a list of additional resources to help you learn about Microsoft Authenticator:

1. Refer to the Frequently Asked Questions.

tags : mfa, multi-factor