

Enrolling for Student Multi-factor Authentication

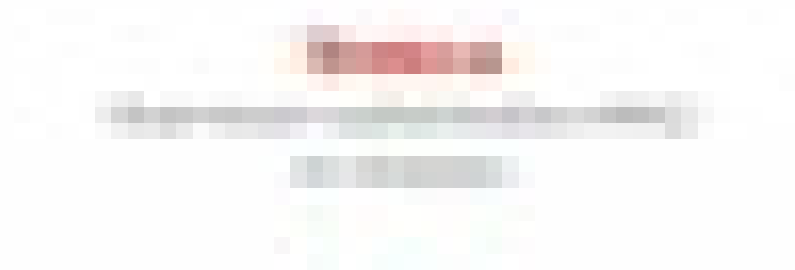
Version 16

Published 12/17/2021 by [Nadine Chautilal](#) Last updated 1/19/2024 8:19 PM by [Truc Chau](#)

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

Seneca

Sign in

to continue to Outlook

jdoe@myseneca.ca

No account? [Create one!](#)

[Can't access your account?](#)

Next

3. Enter your **password** and click Sign In
4. You will see More information required and click Next

Seneca

@myseneca.ca

More information required

Your organization needs more information to keep your account secure

[Use a different account](#)

[Learn more](#)

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**

Seneca

Additional security verification

Secure your account by adding phone verification to your password. [View video to know how to secure your account](#)

Step 1: How should we contact you?

5

Mobile app

6

How do you want to use the mobile app?

Receive notifications for verification

Use verification code

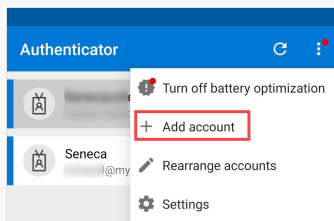
7

Set up

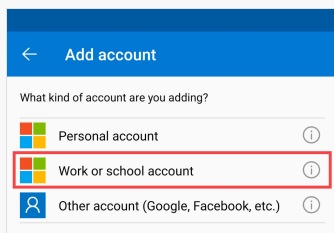
Mobile app has been configured for verification codes.

Next

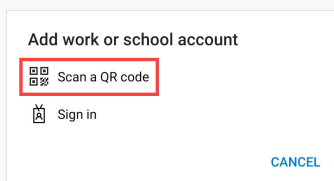
8. Open the Microsoft Authenticator app on your phone.
9. Click the 3-dots on the top right side and click Add account



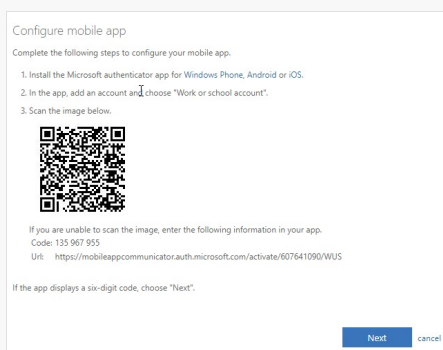
10. Select Work or school account



11. Select Scan a QR code

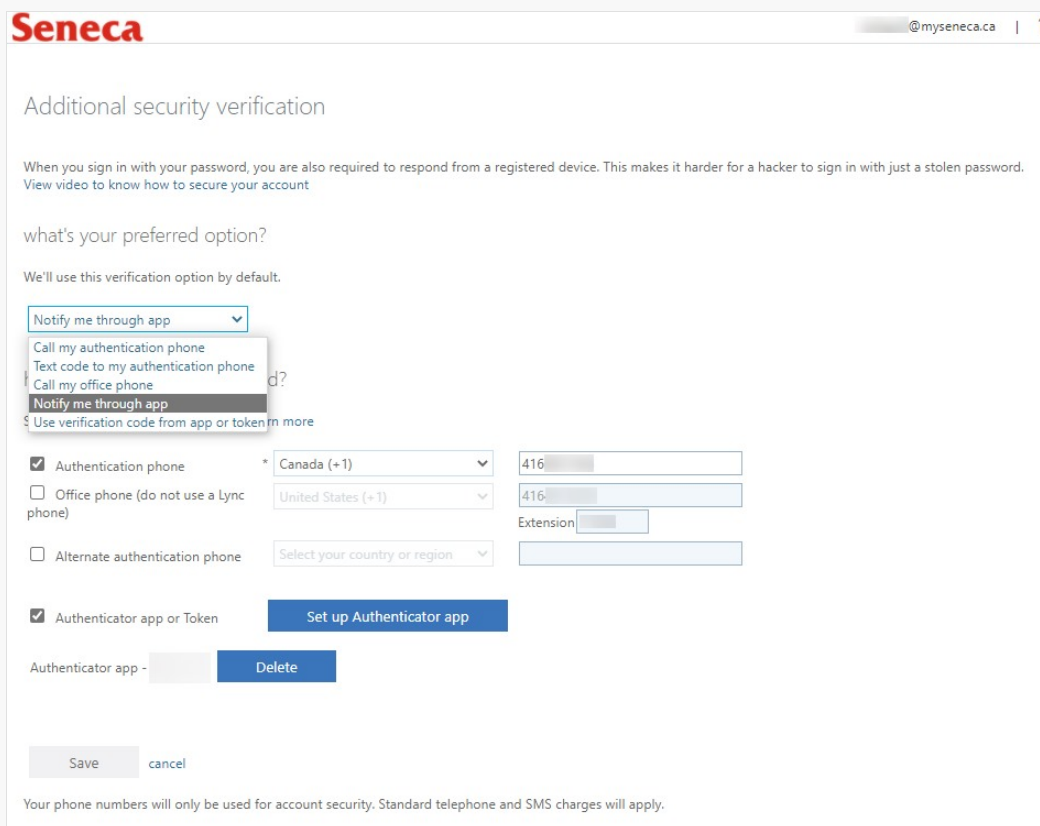


12. Using the Authenticator app to scan the QR code and click Next.



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.



Seneca @myseneca.ca | ?

Additional security verification

When you sign in with your password, you are also required to respond from a registered device. This makes it harder for a hacker to sign in with just a stolen password. [View video to know how to secure your account](#)

what's your preferred option?

We'll use this verification option by default.

Notify me through app

- Call my authentication phone
- Text code to my authentication phone
- Call my office phone
- Notify me through app

Use verification code from app or token in more

Authentication phone

Office phone (do not use a Lync phone)

Alternate authentication phone

Authenticator app or Token [Set up Authenticator app](#)

Authenticator app - [Delete](#)

[Save](#) [cancel](#)

Your phone numbers will only be used for account security. Standard telephone and SMS charges will apply.

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