

MICROSOFT AUTHENTICATOR APP

Microsoft Authenticator Mobile App Install Instructions



VIDEO INSTRUCTIONS:

Microsoft Authenticator Video: How to Install the Microsoft Authenticator App

WRITTEN INTRUCTIONS:

Step I: On your Mobile Device

• Download and install the Microsoft Authenticator App

iPhone App Store: <u>Microsoft</u> <u>Authenticator - App Store</u>



Android Google Play Store: Microsoft Authenticator - Google

<u>Play</u>



Step II: On your Desktop or Laptop

- Log in to <u>https://myaccount.microsoft.com</u>
- Select **Update Info** and Sign in using your stonybrookmedicine.edu work address and password.



Stony Brook Medicine

• Select Add Method

Stony Brook Medicine	My Sign-Ins				
Overview Security Info	Security info These are the methods you use to sign in Default sign-in method: Microsoft Auth	to your account or reset your password. enticator - notification Change			
Devices	+ Add method	-16312806667	Change	Delete	
Privacy	Microsoft Authenticator	IT-GETYWQF6KPHC		Delete	
	Security key	ândy1		Delete	~
	Security key Email	andynhoffman69@gmail.com	Change	Delete	

• Select Authenticator app from dropdown, then select Add

	×
	\sim
Cancel	Add
	Cancel

• With the Microsoft Authenticator downloaded, click Next





Step III: Microsoft Authenticator App

- Open the Microsoft Authenticator app on your mobile device
- Select I agree to the privacy statement



• Follow the instructions on the computer and select Work or school account





• Select Scan QR Code and click OK to give the app access to the camera





• On the computer, click **Next** then **Scan** the QR that appears with your phone. Finally click **Next**





• The Microsoft Authenticator app will receive a test approval

Microsof	Authenticator		×
	Let's try it out		
	Approve the notification we're sending to your app.		
_			
		Back	Next

• On your Mobile device, select Approve. You may be prompted to enter your phone's passcode



• On your computer, select **Next** once the approval is successful





Step IV: Defaults

• Change the default sign-in method by clicking Change

Sec	urity info			
These a	re the methods you use to sign into your acc	ount or reset your password.		
Defaul	t sign-in method: Authenticator app or hard	ware token - code Change		
+ A0	dd method			
S	Phone	+1 631	Change	Delete
٢	Microsoft Authenticator	SBMIT-FFMDJ5QJPLJN		Delete
\square	Email	@gmail.com	Change	Delete

• Select Microsoft Authenticator – notification from the dropdown and click Confirm

mange derdart mean	Ju	10
Vhich method would you like	to use to sign in?	
Microsoft Authenticator - noti	fication	~
	Back	

To test internally, please try by accessing the following URL: <u>https://appstest-mfa.stonybrookmedicine.edu</u>

To test externally, please try by accessing the following URL: <u>https://appstest.stonybrookmedicine.edu/</u>

Contact Us

As always, if you have any questions or need additional support, you can open a service request at the <u>SBMIT Self-Service Portal</u> or by calling the Help Desk at (631) 444-HELP (4357).