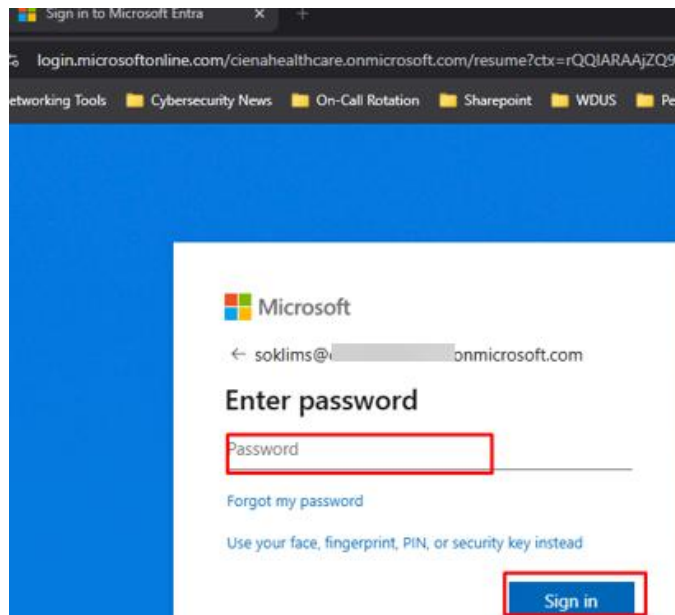
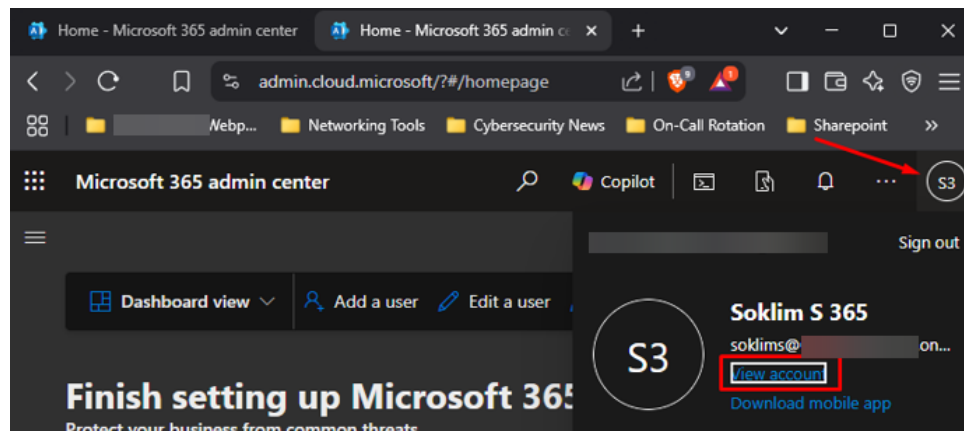


Step by step How to Set Up Security Key

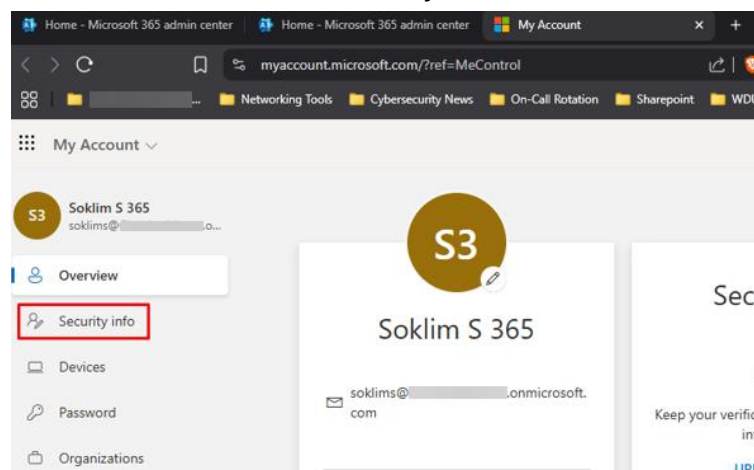
1. Go to <https://admin.cloud.microsoft.com/homepage> and sign in using your M365 admin account. (Ex. soklims@MoMoTecho.onmicrosoft.com)



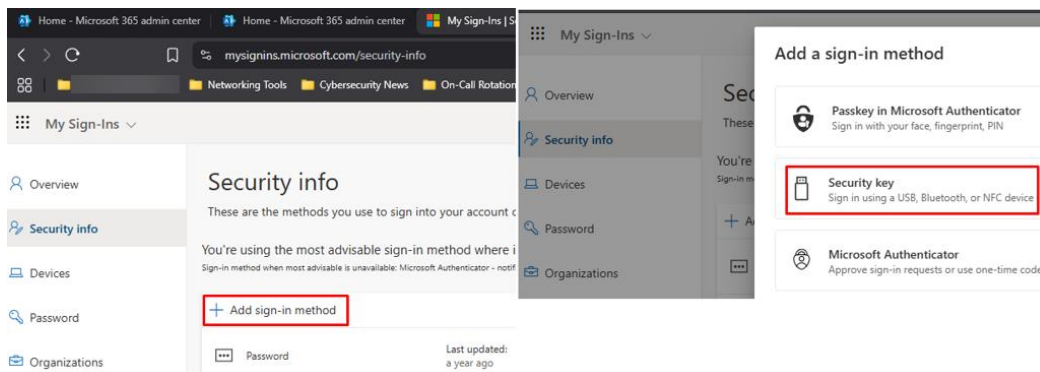
2. Once you sign in, click on your account profile on the top right-hand side. You will see a drop down and click on “View Account”.



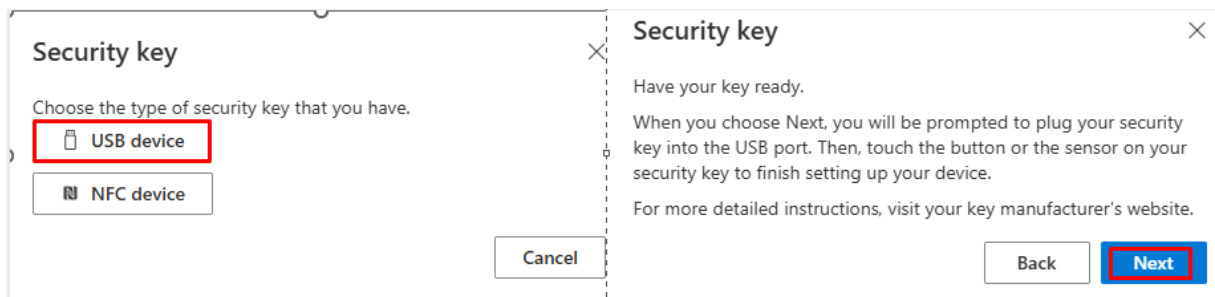
3. A new page will be opened, and then select “Security Info”.



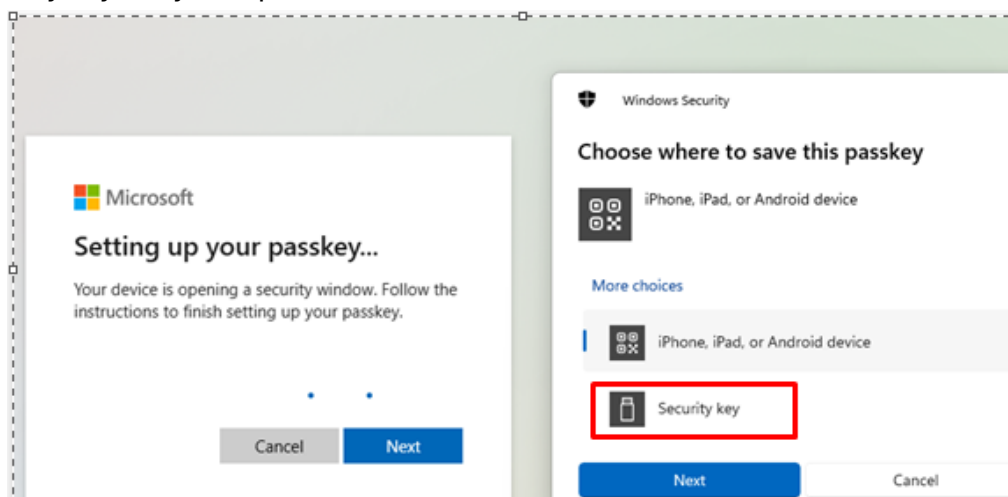
4. Select “Add Sign-in method” and choose “Security key”.



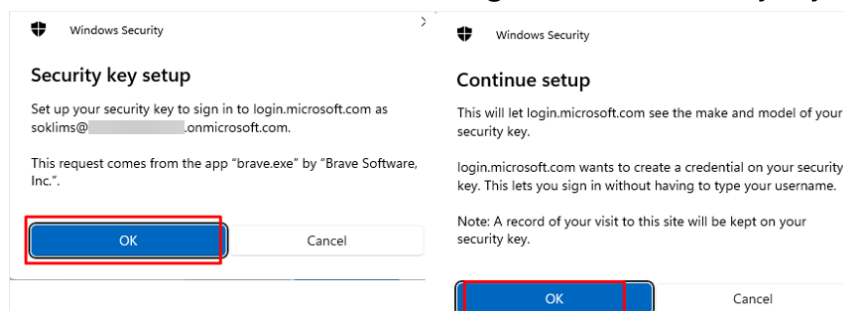
5. Select “USB device” and click “Next”.



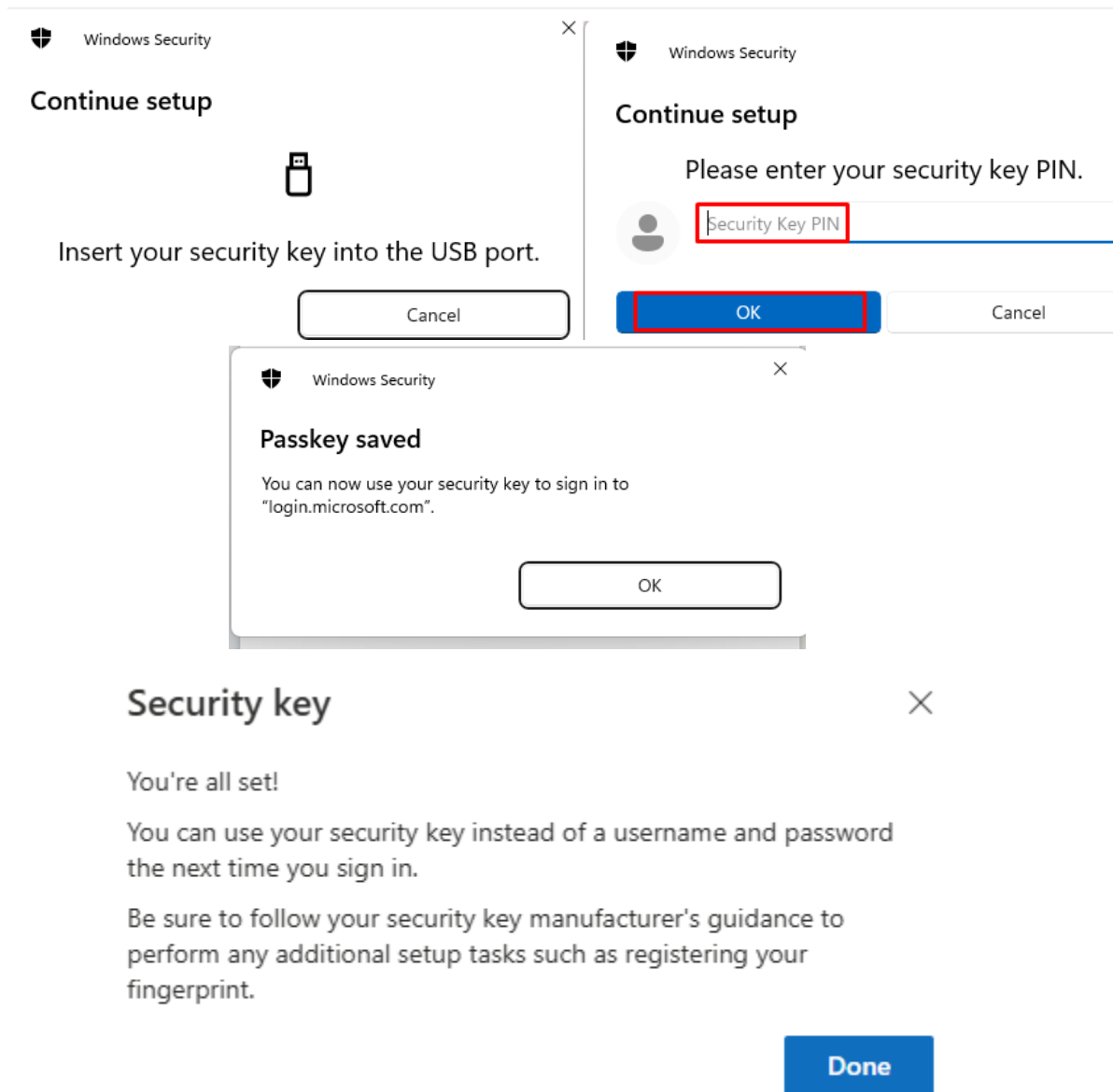
6. Select “Security key” as your option.



7. The next step, your M365 admin account will be configured to use security key. Then, next.

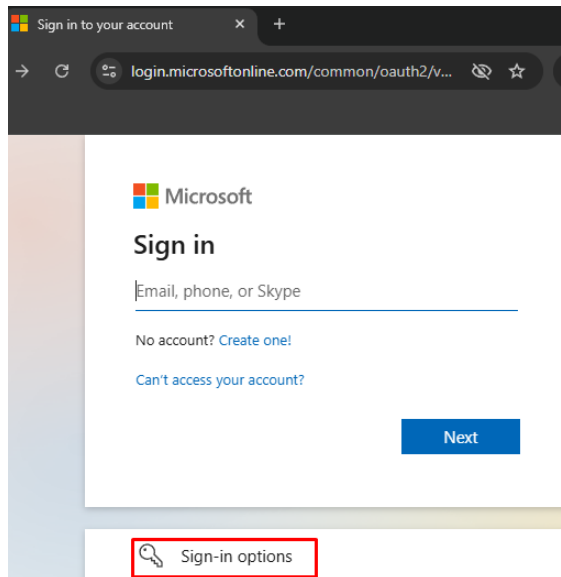


8. Insert your security key. Then, create the desire PI for your security key and click OK.



How to sign in using Security Key

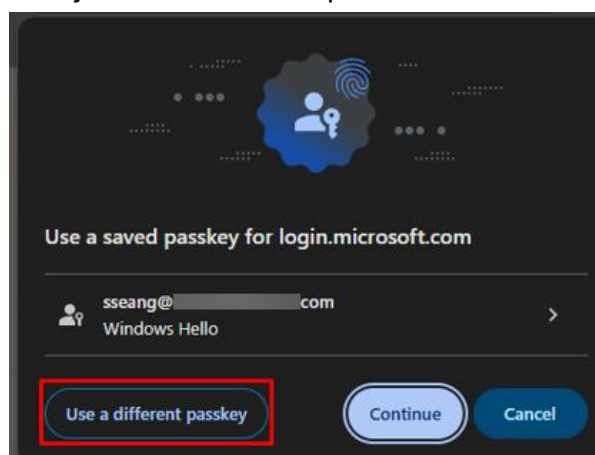
1. Have your security key insert in your computer. Then go to <https://admin.cloud.microsoft/#/homepage>
2. Select "Sign in Option".



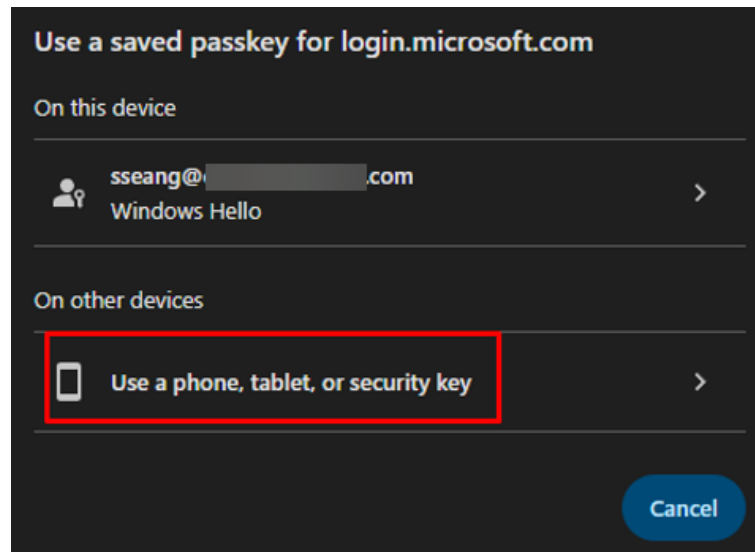
3. Then, choose the first option as below



4. Select “Use a different passkey” as shown in the picture below.

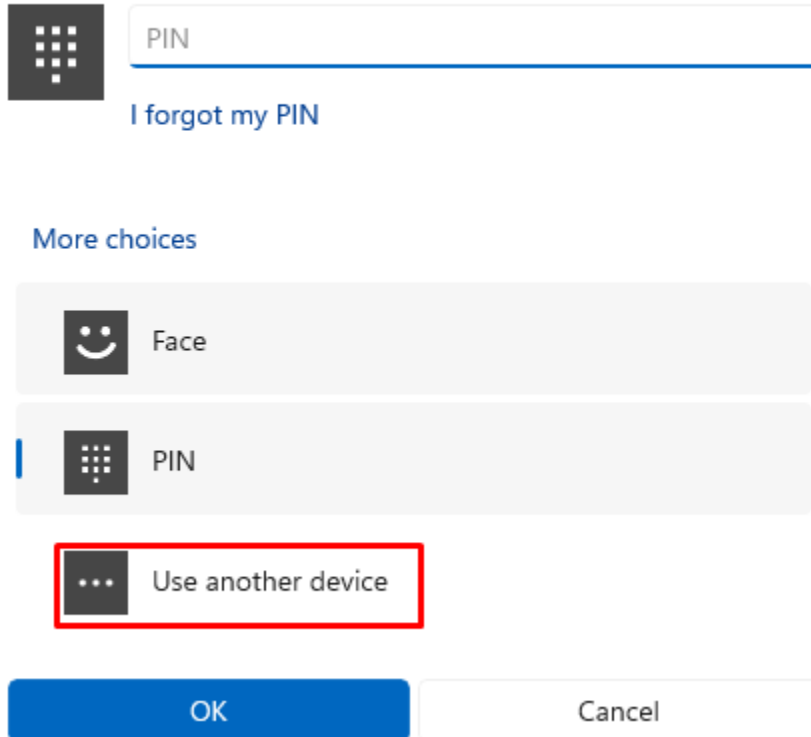


5. Select “Use a phone, table, or security key” as shown in the picture.



6. Select "User another device".

This request comes from the app "chrome.exe" by "Google LLC".



7. Select "Security Key", and then hits "Next".



iPhone, iPad, or Android device

More choices



iPhone, iPad, or Android device



Security key



This Windows device

Next

Cancel

8. Enter the PIN that you created previously with the security key. The, click “OK”.

Making sure it's you

Please sign in to “login.microsoft.com”.

This request comes from the app “chrome.exe” by “Google LLC”.

Please enter your security key PIN.



Security Key PIN

OK

Cancel

9. Your security key will light up and place your finger on it.

Making sure it's you

Please sign in to “login.microsoft.com”.

This request comes from the app “chrome.exe” by “Google LLC”.



Touch your security key.

Cancel

10. After that, you will be signed in successfully.

Revision

1.0	05/14/2025	Soklim Seang		Initial document creation.