Fujitsu Philippines Inc., Group of Companies

CHANGING OF MOBILE NUMBER IN MICROSOFT AUTHENTICATOR

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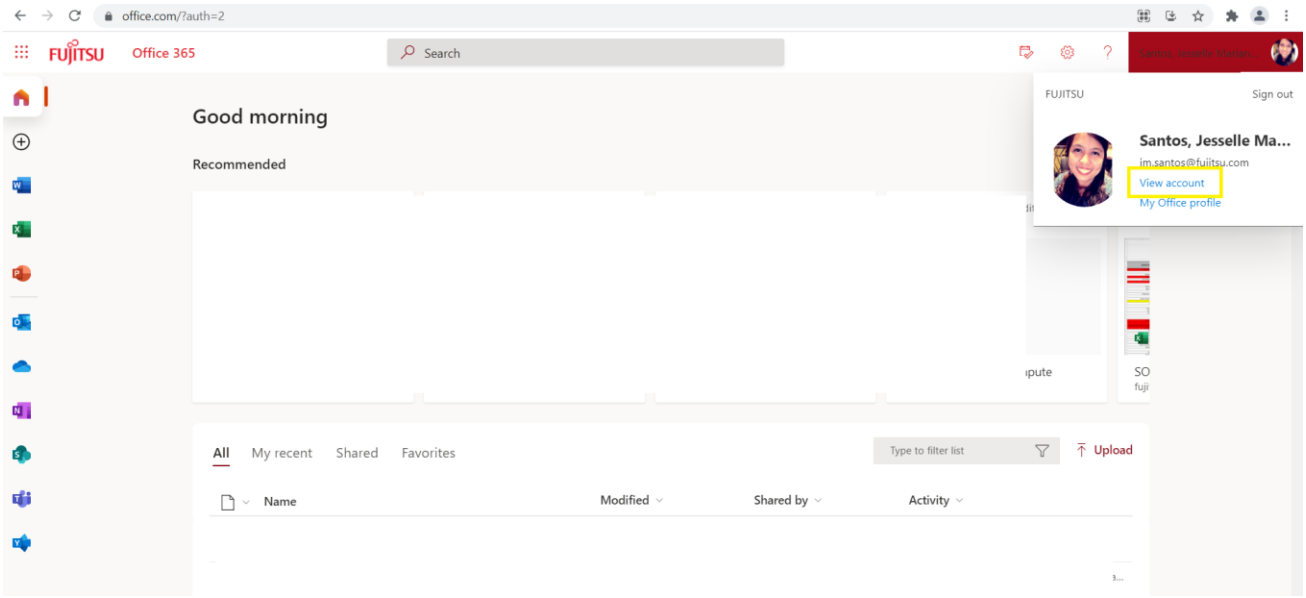
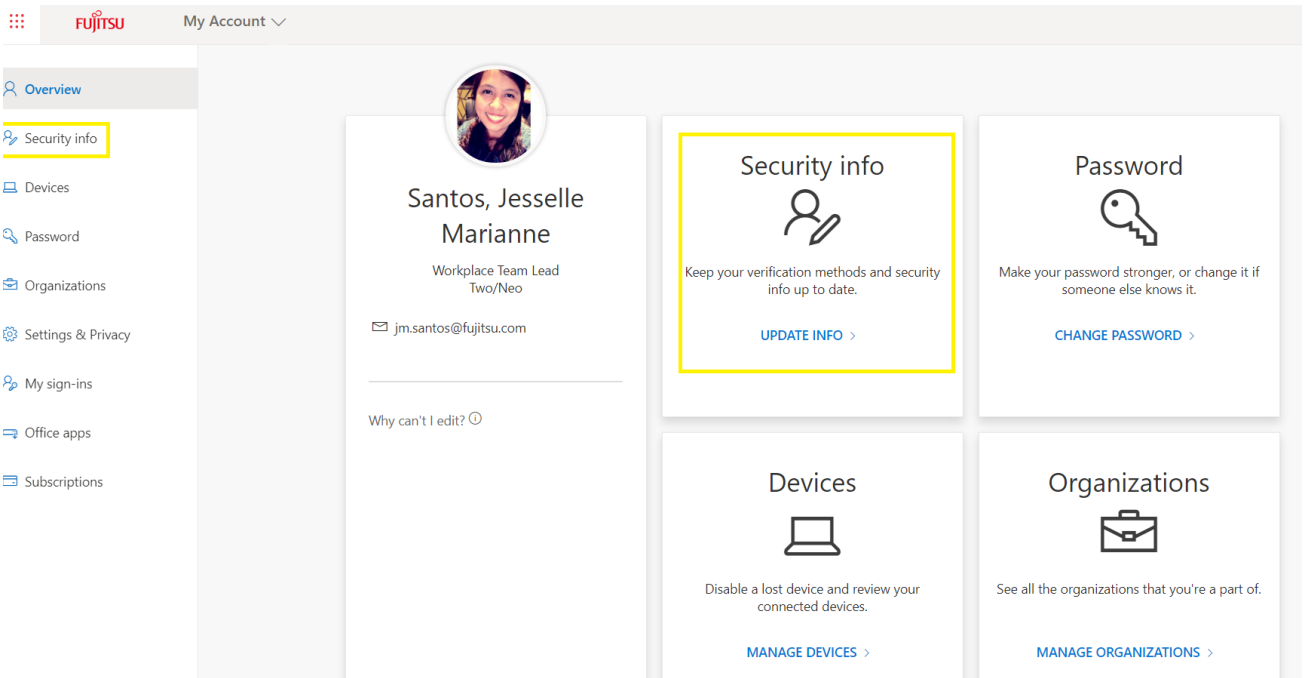
Filename: CHANGING OF MOBILE NUMBER IN MICROSOFT AUTHENTICATOR
Created by: Jesselle Marianne F. Santos

1. Open your browser and type https://www.office.com/.

2. Locate your account and View Account.



3. Click Security Info on the side bar or on the main applet.



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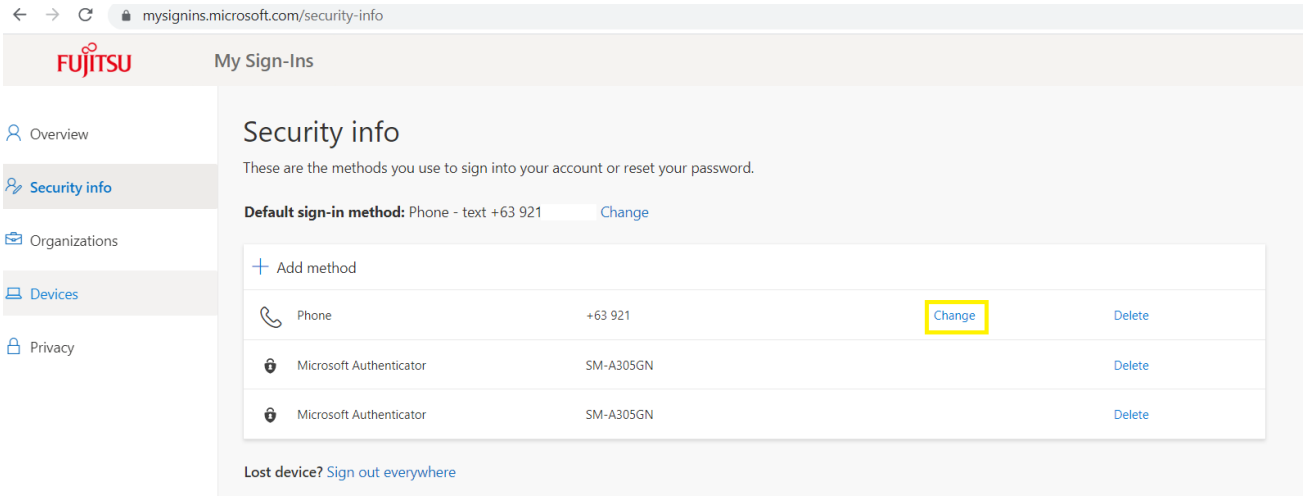
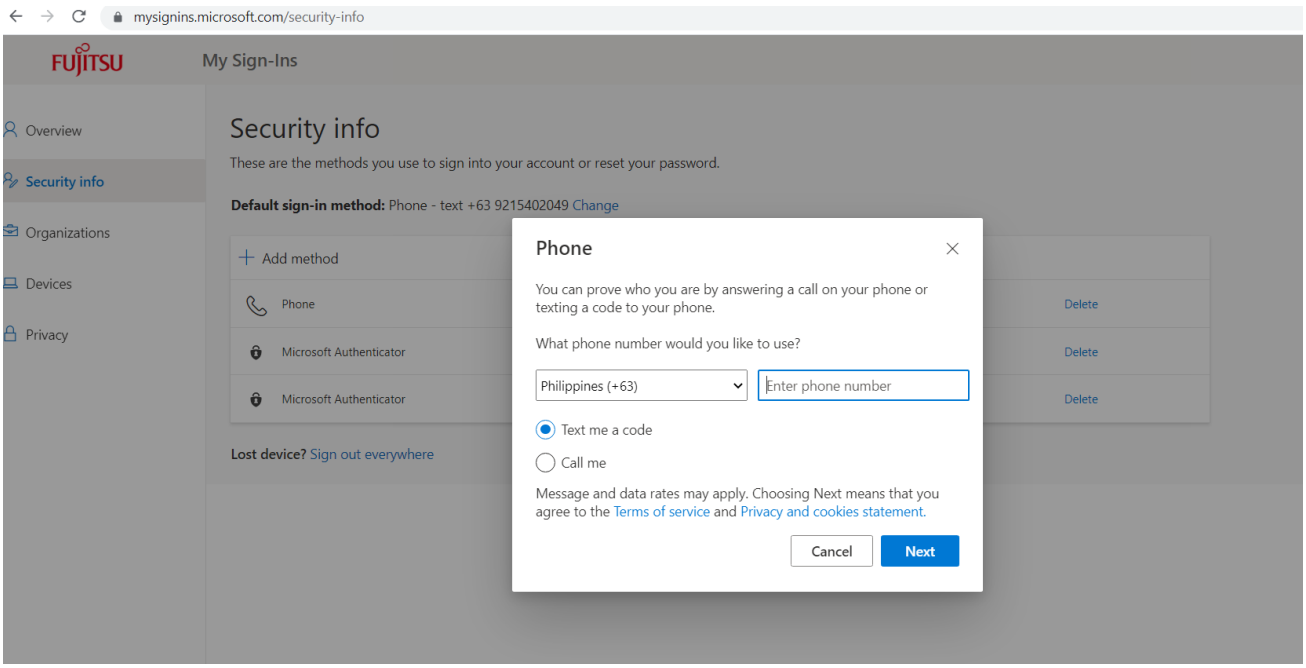
4. The page will display your current mobile number, click Change.



5. Enter the new phone number you want to add. You may choose Text me a code or Call Me for additional security. Once done, click Next.



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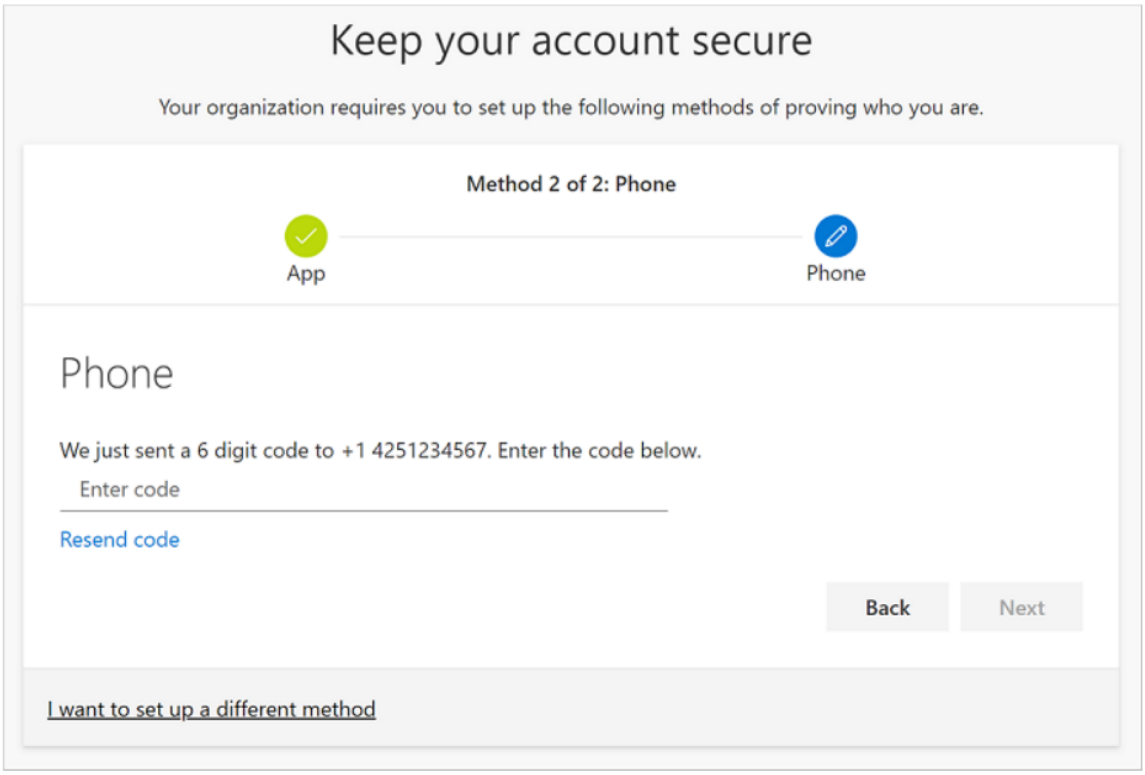
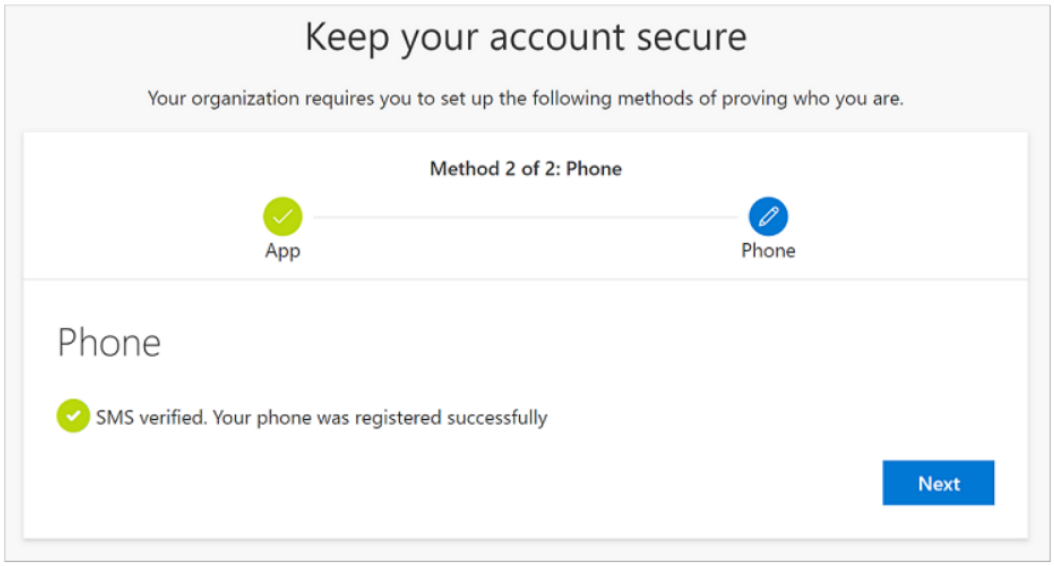
6. Once you have set to send a text message with the code, your browser will prompt you to enter the code. Click Next.



7. Once authenticated by the system, it will prompt success. Click Next then Done.



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