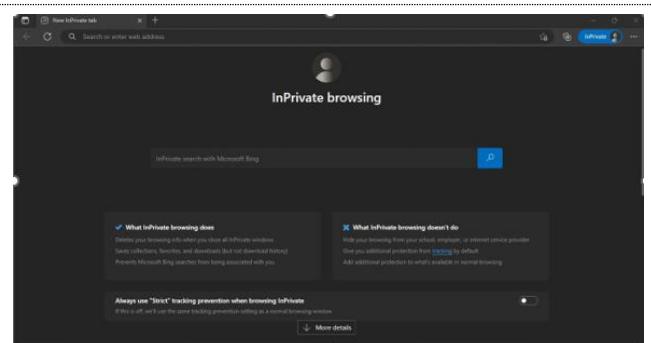
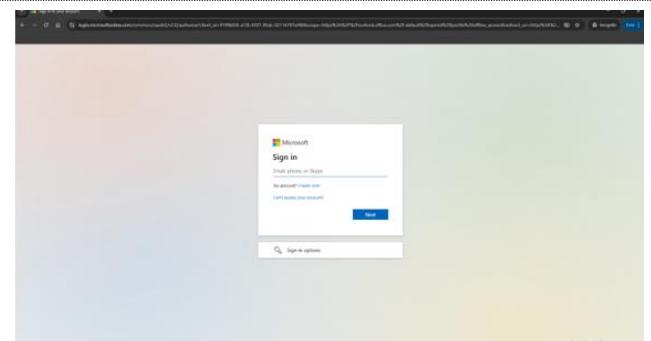


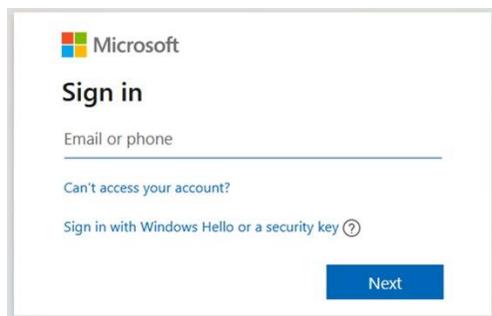
Login to Sutherland M365 email account using MFA



1. Launched your preferred browser in InCognito mode for added security.

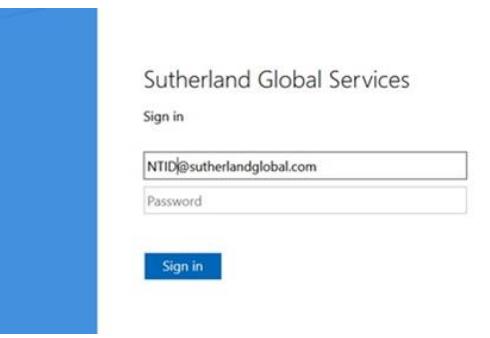
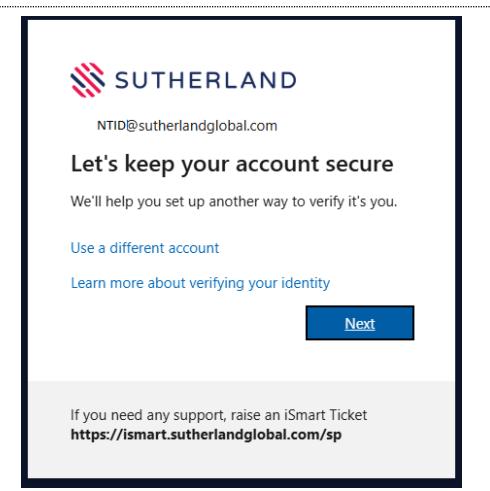


2. Open the following link: <https://outlook.office365.com>

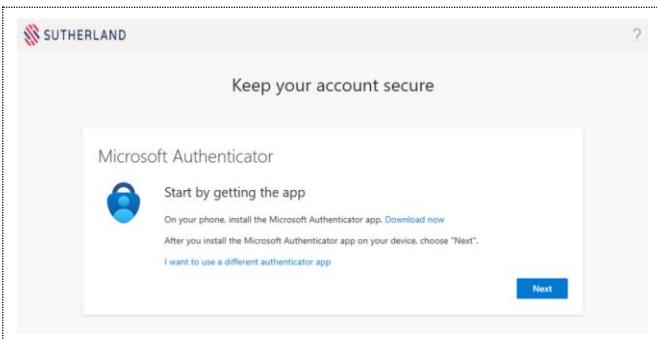


3. Please enter the NTID@sutherlandglobal.com provided and click on "NEXT" to proceed

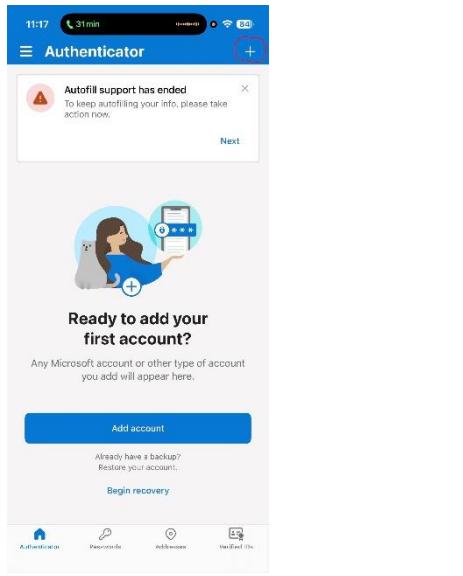
Login to Sutherland M365 email account using MFA

 A screenshot of the Sutherland Global Services sign-in page. It features a blue header bar with the company logo and name. Below it, there's a "Sign in" section with fields for "NTID@sutherlandglobal.com" and "Password", and a "Sign in" button.	<ol style="list-style-type: none">4. Click Next and screen will redirect to Sutherland's authentication portal.5. Enter your NTID again (<NTID>@sutherlandglobal.com) and your password6. Click Sign in.
 A screenshot of the Microsoft Authenticator for enhanced authentication security screen. It displays the Sutherland logo and the message "Let's keep your account secure". It includes links for "Use a different account" and "Learn more about verifying your identity", and a prominent "Next" button. At the bottom, there's a note about raising an iSmart Ticket with a link: "If you need any support, raise an iSmart Ticket https://ismart.sutherlandglobal.com/sp ".	<ol style="list-style-type: none">7. Microsoft Authenticator for enhanced authentication security screen will appear8. Choose Next

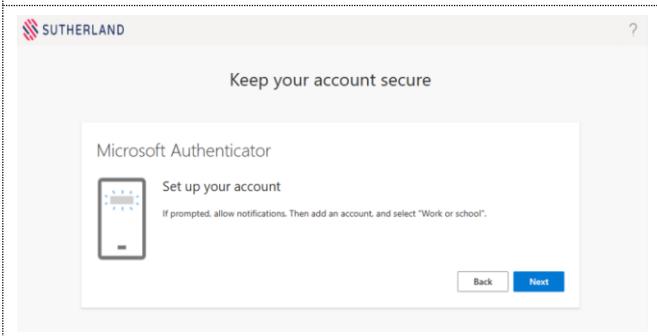
Login to Sutherland M365 email account using MFA



9. Download the Microsoft Authenticator App on your mobile device by visiting your devices APP STORE and searching Microsoft Authenticator
10. Once downloaded – Choose Next and open the Microsoft Authenticator App on your mobile device

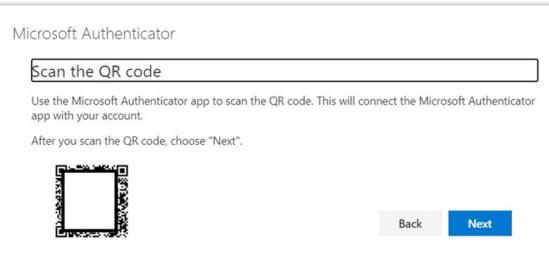


11. On your mobile device choose the plus (+) sign to add an account

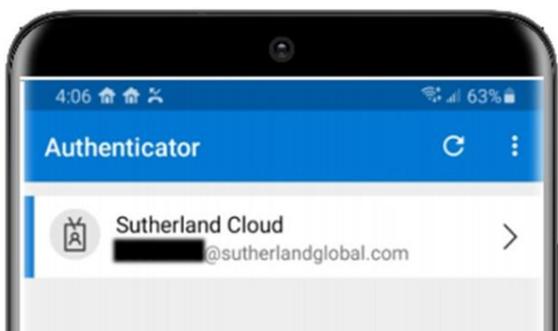


12. Follow the prompts on screen and click NEXT

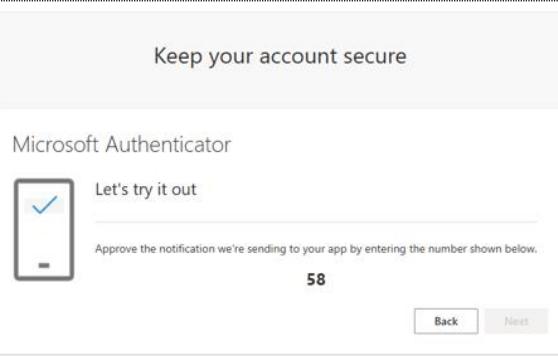
Login to Sutherland M365 email account using MFA



13. On the next window you will be presented with a QR Code.

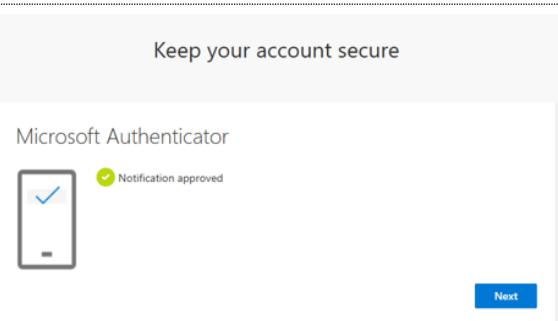


14. Leave the window open on that code, and return to the phone and scan the QR code



15. Once the QR code has been successfully captured, the Authenticator app on your phone will show **Sutherland Cloud** as an account.

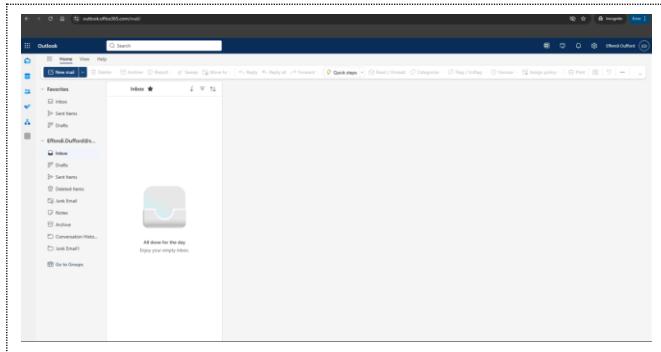
16. Click **Next** on the computer pop-up where the QR code is being displayed. The authenticator will do a trial authentication.



17. Type the numbers from your computer on the pop-up notification that appears on your phone.

18. You will be notified that the trial authentication was approved

Login to Sutherland M365 email account using MFA



19. Your outlook should open up on the next page