Microsoft Authenticator App Tutorial

Dear Learners & Parents,

This brief tutorial shows how to download and set up the Microsoft Authenticator App. This is a required procedure. Please, follow the instructions below.

1. Download & install the Microsoft Authenticator app to your mobile device.
2. Sign in to your account security dashboard.
3. Select **Add a new way to sign in or verify** and choose **Use an app**.
4. If you've already installed the app, select **Next** to display a QR code appear on the screen.
5. In the authenticator app, select [three dots] then **+ Add account**.
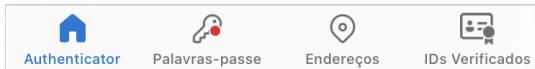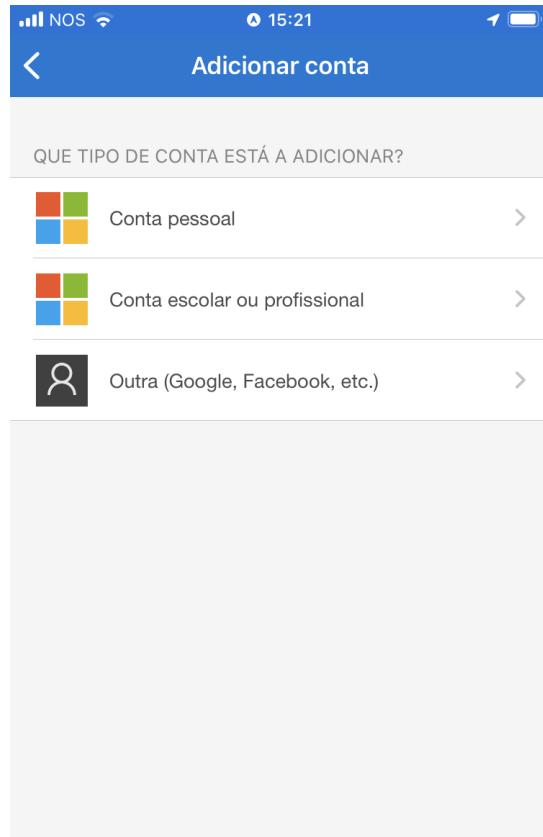
6. Choose the account type and select Scan a QR code.

7. Scan the code shown on the screen in step 4.
8. Select **Finish** on the PC to complete the setup.

NOTE: Please, pay attention that Microsoft might request access through the application after a period of time. So, it means that you must have the app on your phone to allow access and login in your Microsoft account.