When not on the UMMC network, a two factor authentication is essential to secure your login on any computer. UMMC is now supporting the Microsoft (MS) Authenticator. The MS Authenticator is an App available for Android, IOS and Windows Smartphones.

When logging in with two-factor authentication, you’ll enter your password, and then you’ll be asked for an additional way to prove it’s really you.

Simply approve the notification sent to the Microsoft Authenticator app from your mobile device.

Below are the steps you will need to register your device to your organization and add your work or school account.
-Registration is only done once.

Disclaimer: Due to variations in Android devices, all Android devices may not follow the exact steps below. This tip sheet reflects the most common solution.

Download the Microsoft Authenticator App on your mobile Device:

1. From your mobile device store, search and install the MS Authenticator app.
   Note: Allow notifications for this app – this will allow the app to automatically send a notification without having to open the app each time you want to use it.

Once the MS authenticator app is on your mobile device, continue the setup from your computer.

Computer Setup:

2. On your Computer, type www.aka.ms/mfasetup in a browser such as Chrome or Internet Explorer.

3. Click Next to establish your authentication.
4. Under Step 1, use the dropdown menu to select Mobile app and select the radio button for Receive notifications for verification. See the example below; Click Set up button to continue.

The next steps will continue on your mobile device – you will return to the computer screen below in step 9.

Configure your Mobile Device:

5. On your mobile device, open the Microsoft Authenticator App.

6. Tap OK on the Data Privacy screen. If you are prompted to update Google Play Services, tap UPDATE and you will be directed to the Google Play store to UPDATE the application. Notice the Authenticator app is now installed on your mobile device. Open the Authenticator app.
7. Tap the **3 dots** to drop down a menu, tap **+ Add Account**, tap **Work or school account** and now you will have a QR code reader.

8. Hold your mobile device up to the QR code on your computer screen.

The Authenticator will automatically add your University of Mississippi Medical Center account to the app and display a code that is generated every 30 seconds.
9. On your **computer screen**, click **Next**, to close the Configure mobile app window. A Verification Transaction will be sent to your mobile device.

![Configure mobile app window](image1)

![Additional security verification](image2)

10. On Your **Mobile device** a notification will pop up. Tap **Approve** to verify the test was successful.

![Approve sign-in](image3)

11. This **Additional security verification page** will appear displaying the information you entered in the previous steps. Check to make sure the Authenticator app added your phone as a registered device (see red box below) and then **Exit “X”** the page to finish.

![Additional security verification page](image4)
MS Authentication Notifications:

Now that you have registered your account with the MS Authenticator app, the next time you sign on to a computer from off site with your UMMC credentials, a notification will be sent to your mobile authentication app. **Please make sure to turn ON notifications for Authenticator in order to receive all sign-in requests.**

The screen below will appear on your computer once you log in as an example reminding you to approve the sign in request from your mobile device. Once you approve, you can then securely proceed.

![Notify.png](attachment://Notify.png)