To set up Multifactor Authentication
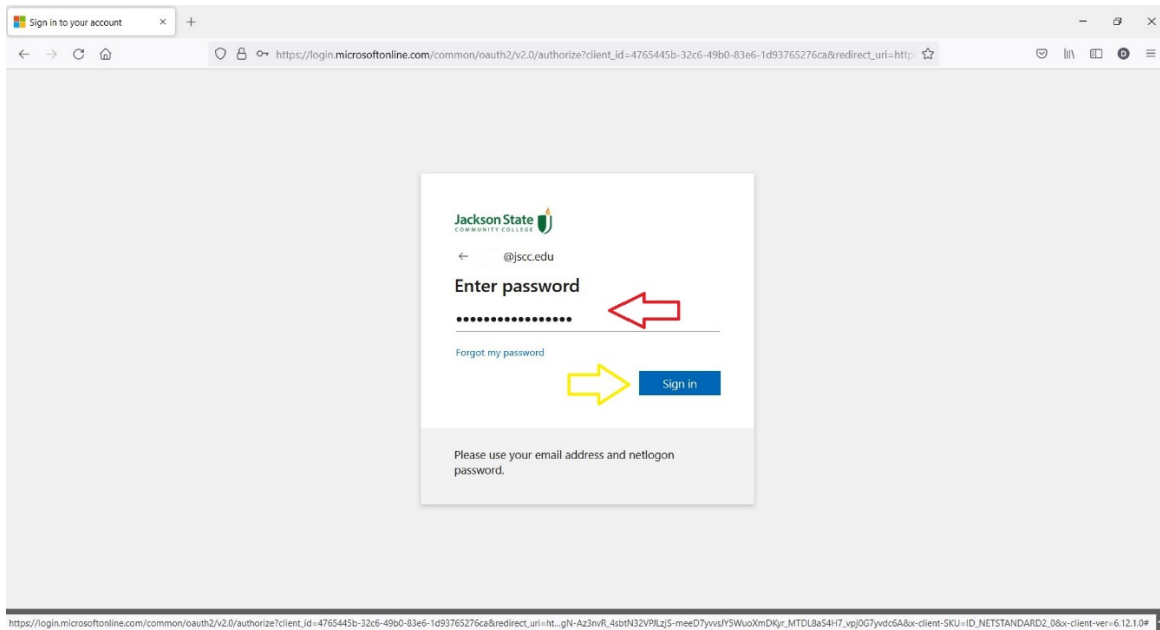
- Open a Web Browser
- In the Url bar, type https://microsoft365.com (red arrow)
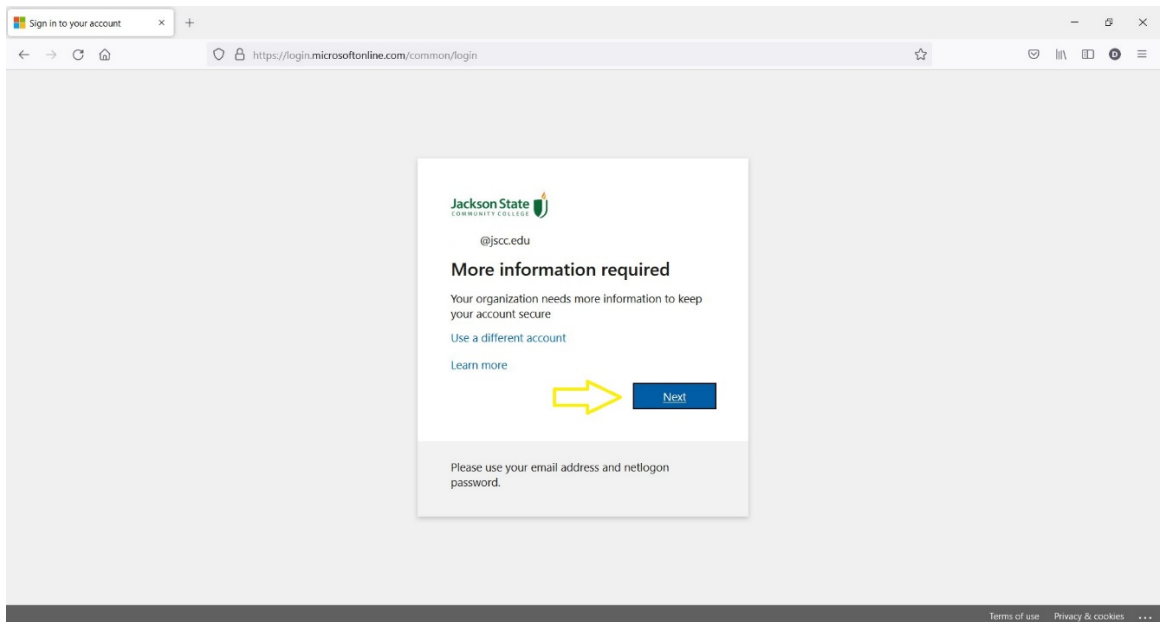- Click on Sign In (yellow arrow)
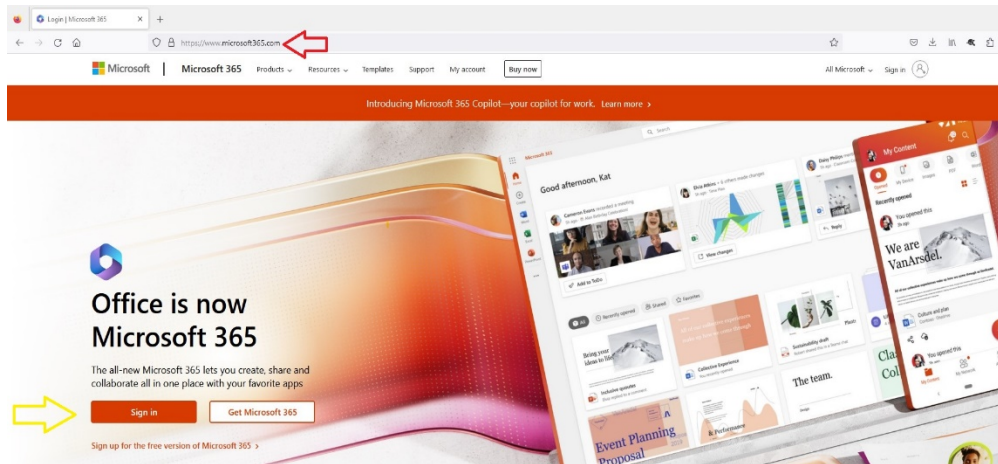
- Put in your full email address (ex.   username@jscc.edu) (red arrow)
- Click next (yellow arrow)
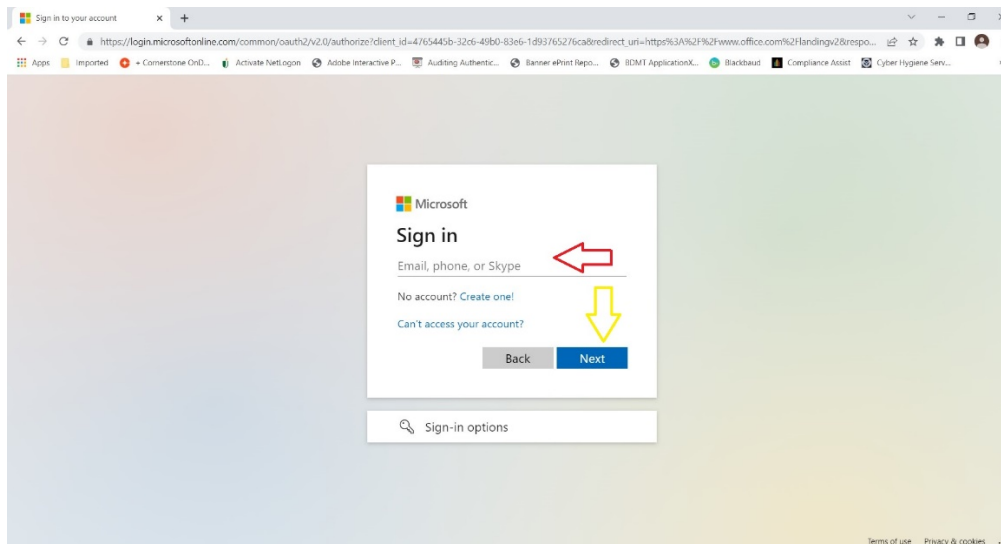
- Put in the password for your JSCC account (red arrow)
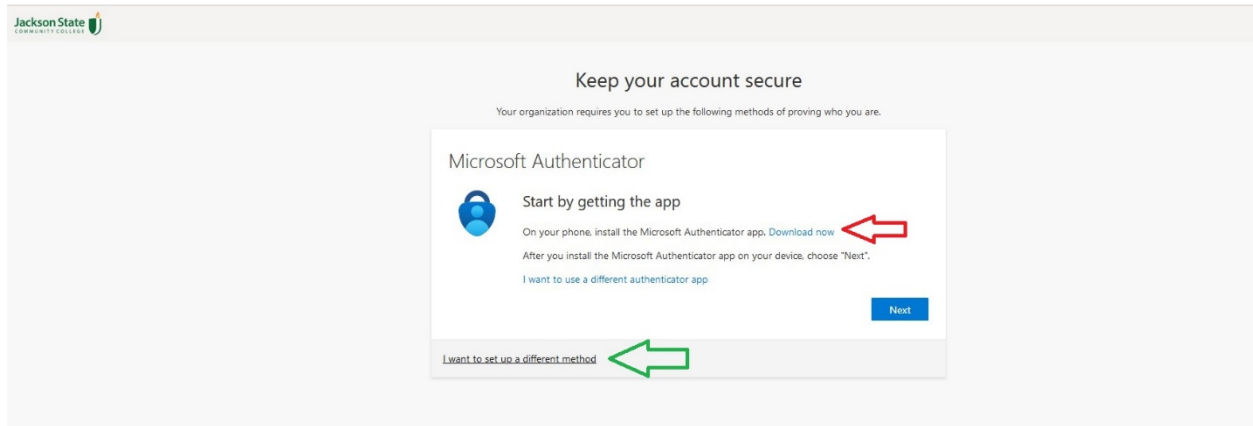- Click the Sign in button – (yellow arrow)

- Click the next button (yellow arrow)

There are two methods for MFA – Choose which one you are planning to do and install according to the directions for your choice below.

- Authentication by mobile app
- Authentication by phone/text

Option One: AUTHENICATE BY MOBILE APP

- **To set up MFA using the app click the "Download now" link (Red Arrow)**
- **To set up MFA using the text message click the link "I want to use a different method" (Green Arrow)**

- Click on "Install the app" (Black box)
- A popup of a **QR Scan code** will come on the screen (image below)

Get the app on your phone

Scan the QR code with your Android or IOS mobile device.

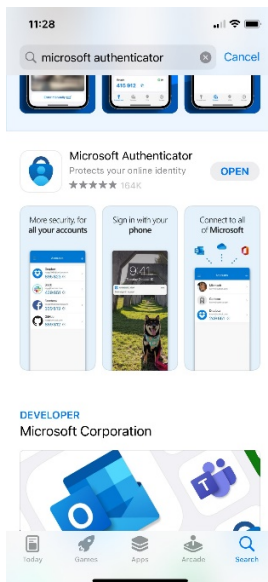**Google Play**

Get the app

App Store

Get the app

- Choose "Get the app" based on the type of phone you have.

The Next Steps you **MUST DO ON YOUR PHONE**

- Once the app is installed you will need to **OPEN**
- Scan the QR code that flashed to your desktop screen.
- In the app if a six-digit code pops up then you will choose **NEXT** on the QR Code screen (see third image) (yellow arrow)

Peace of mind for your digital life

Secure your accounts with multi-factor authentication.

Sign in with Microsoft

Add work or school account

Scan a QR code

You can get a QR code from your organization or account provider, such as Microsoft, Google, or Facebook

Restore from backup

Jackson State
COMMUNITY COLLEGE

Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

Microsoft Authenticator

Start by getting the app

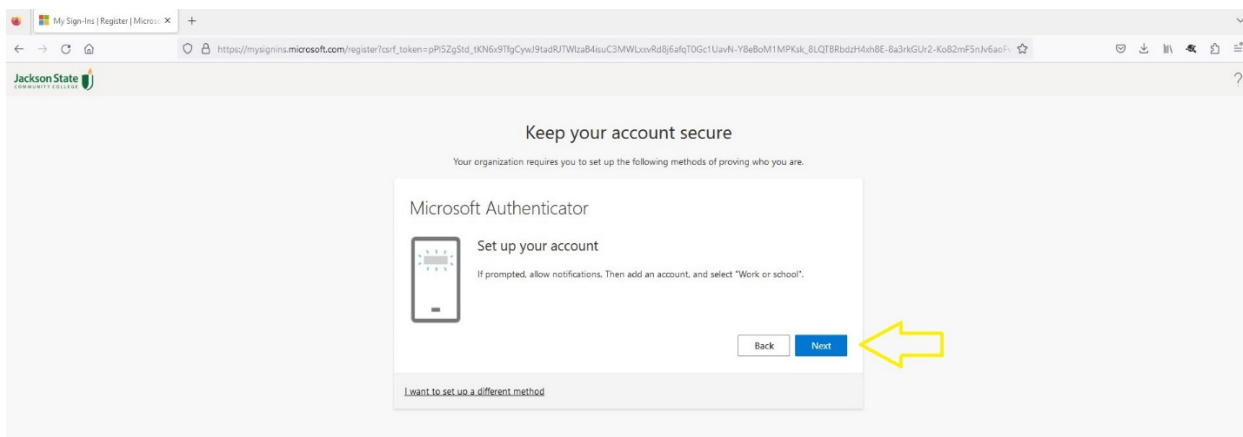On your phone, install the Microsoft Authenticator app. Download now

After you install the Microsoft Authenticator app on your device, choose "Next".

I want to use a different authenticator app

Next

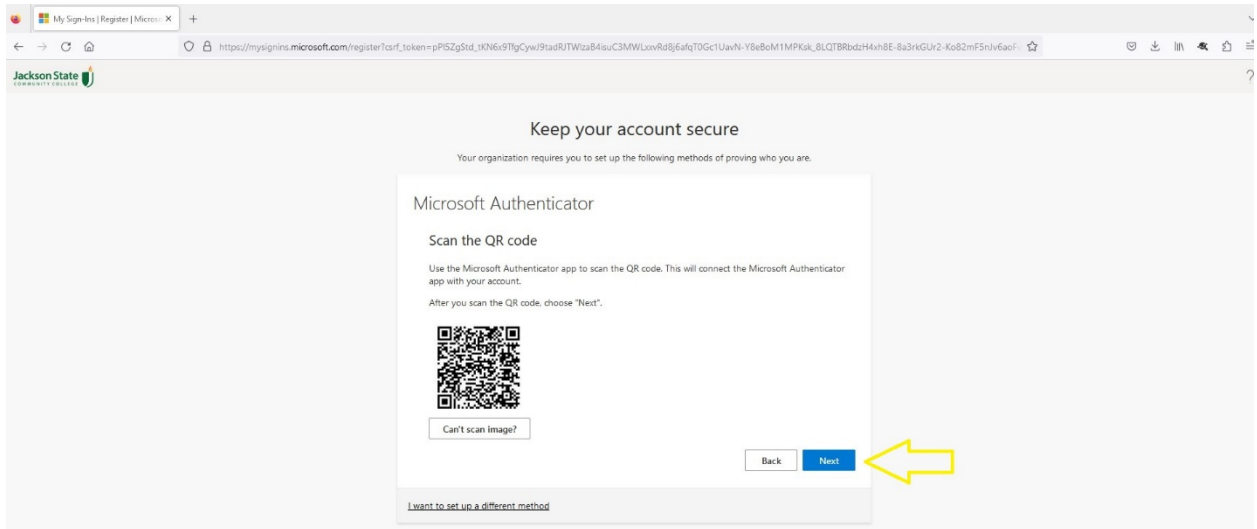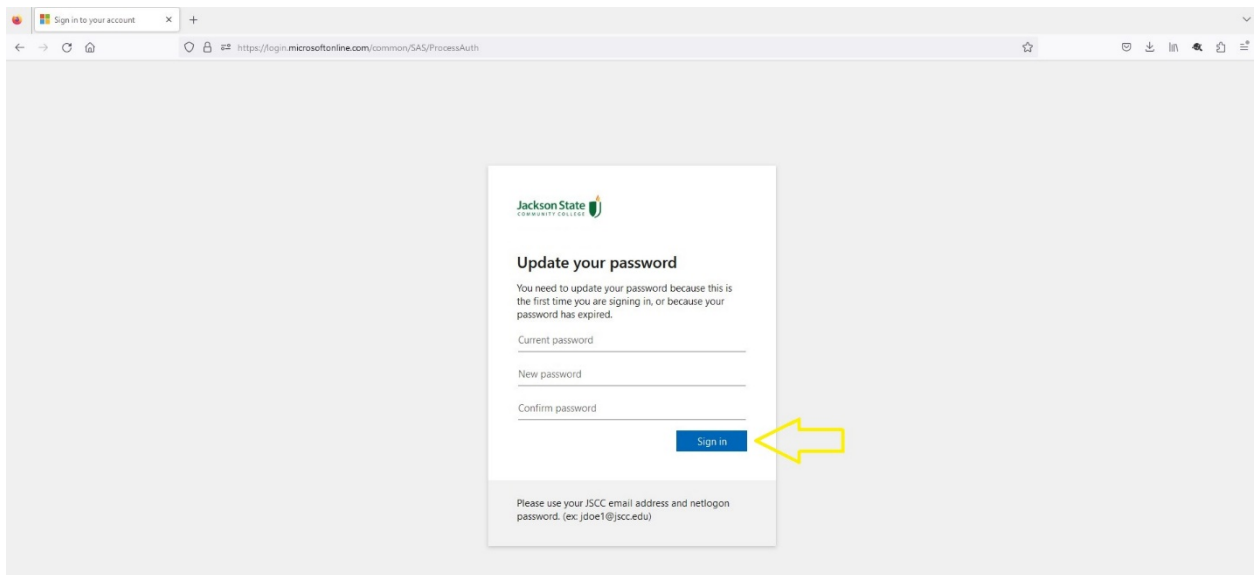I want to set up a different method

- Click the next button (yellow arrow)

My Sign-Ins | Register | Micros...

https://mysignins.microsoft.com/register?csrf_token=pPi5ZgStd_tKN6x9TfgCywJ9tadRJTWlzaB4isuC3MWLxxvRd8j6afqT0Gc1UavN-Y8eBoM1MPKsk_8LQTBRbdzH4xh8E-8a3rkGUr2-Ko82mF5nJv6aoF-

Jackson State
COMMUNITY COLLEGE

Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

Microsoft Authenticator

Set up your account

If prompted, allow notifications. Then add an account, and select "Work or school".

Back   Next

I want to set up a different method

- Click the next button (yellow arrow)

You will have to change your password once MFA is set up.

Option Two: AUTHENICATE BY PHONE/TEXT

- When you choose "I want to use a different method", the image below comes up.
- Click Confirm (Blue Box)

Choose a different method ✕

Which method would you like to use?

Phone ⌄

Cancel   Confirm

Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

Phone

You can prove who you are by answering a call on your phone or texting a code to your phone.

What phone number would you like to use?

United States (+1) ⌄   7315555555

◉ Text me a code

◯ Call me

Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy and cookies statement.

Next

I want to set up a different method

- **Enter phone number starting with area code and no dashes.**
- **Choose either Text me a code or Call Me**
- **Click Next**

Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

Phone

We just sent a 6 digit code to +1 7315555555. Enter the code below.

555555

Resend code

Back   Next

I want to set up a different method

- **Enter the code that is sent to your phone into the box**
- **Click Next**
- **Your MFA should be set up when you see the DONE screen.**
- **Change Password on First-time logging in and click Sign in button (yellow arrow)**