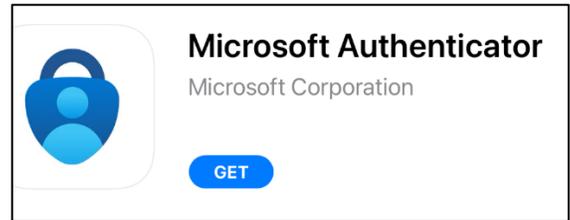


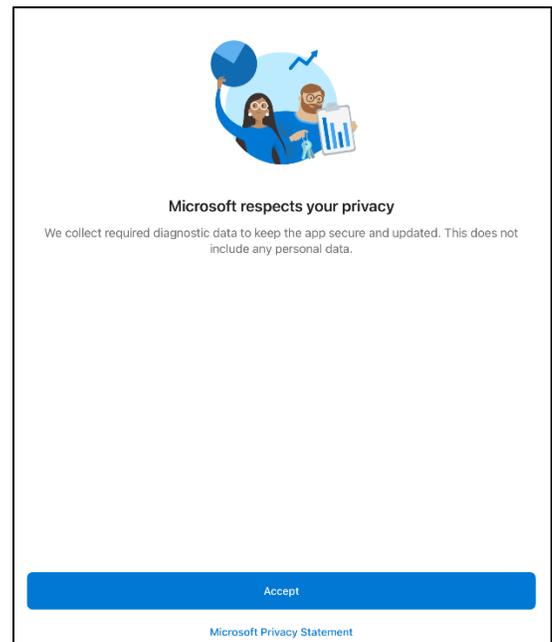
## Microsoft Authenticator App Setup for Hood College

Hood College requires Multi-factor Authentication (MFA) to logon to most Hood College systems. The Microsoft Authenticator App can make the MFA process easier, especially if you are in an area where there is limited cellular phone signal. The Microsoft Authenticator app can use cellular signal and Wi-Fi networks to receive MFA codes.

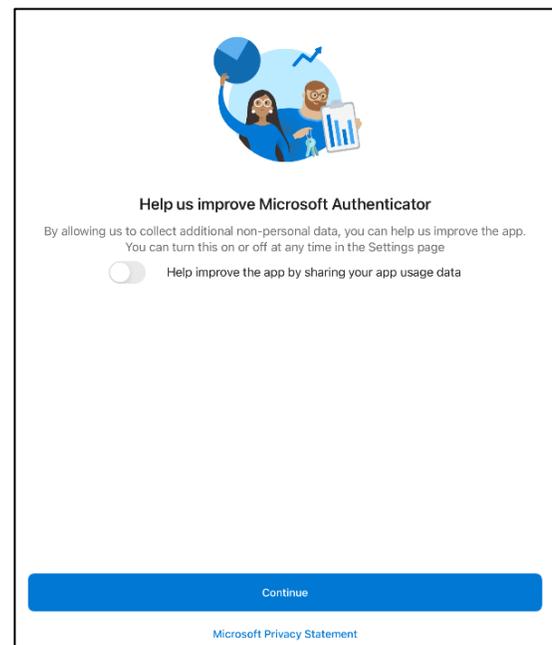
1. Download and install the Microsoft Authenticator app for your mobile device from your app store (Apple App, Google Play, etc.)



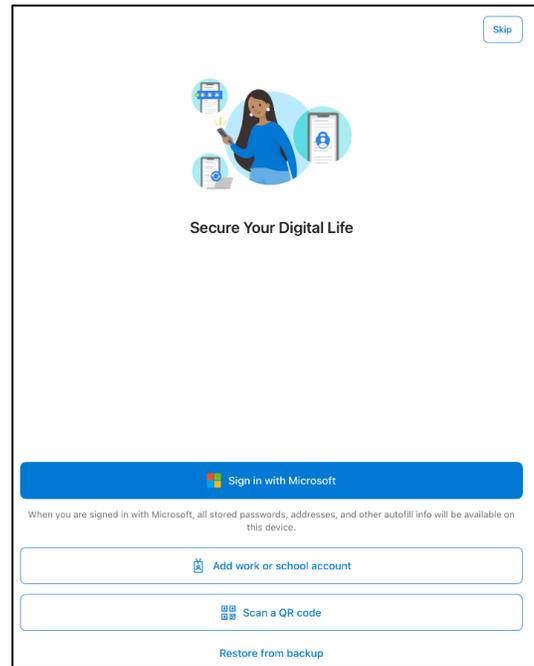
2. Open the Microsoft Authenticator App and select **ACCEPT**



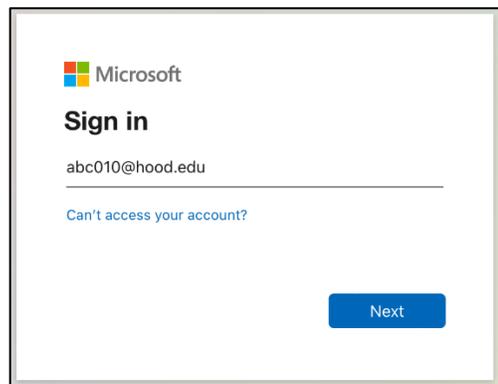
3. Select **CONTINUE**. Note: If you want to share your usage data select the switch to enable that feature.



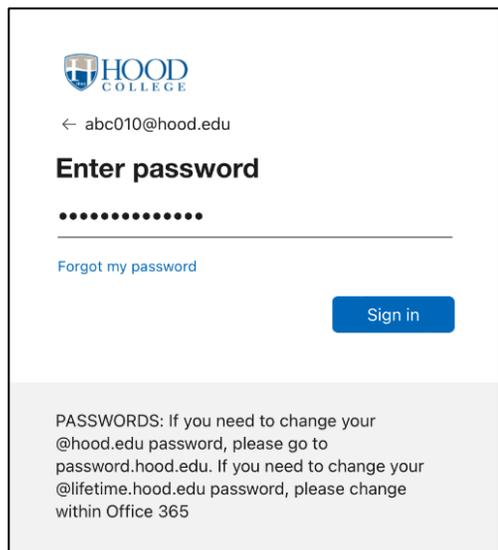
4. Select **ADD WORK OR SCHOOL ACCOUNT**



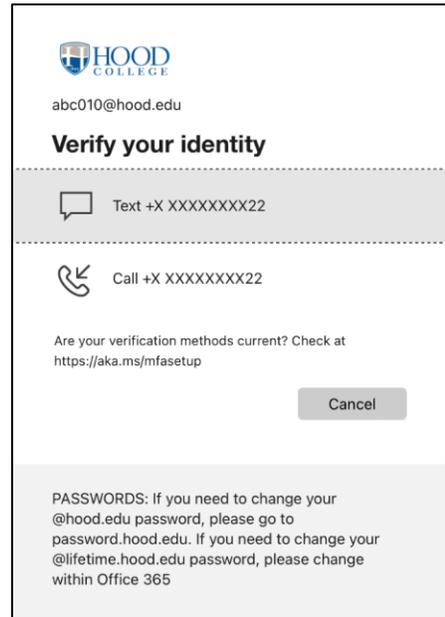
5. Enter you Hood College email address and select **NEXT**



6. Enter your Hood College email password and click **SIGN IN**



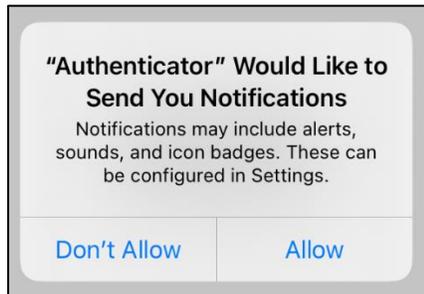
7. Select your verification method



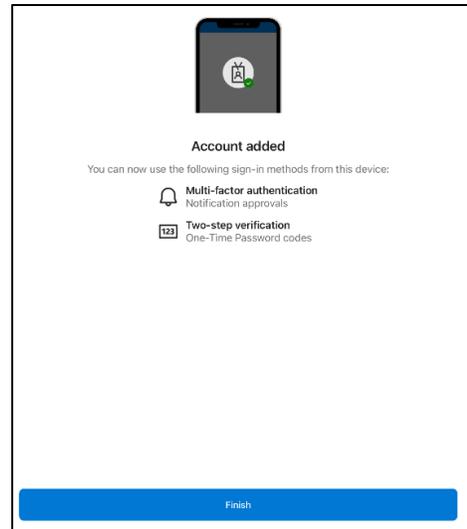
8. Approve your sign in request by entering your Text code or approving your Phone call



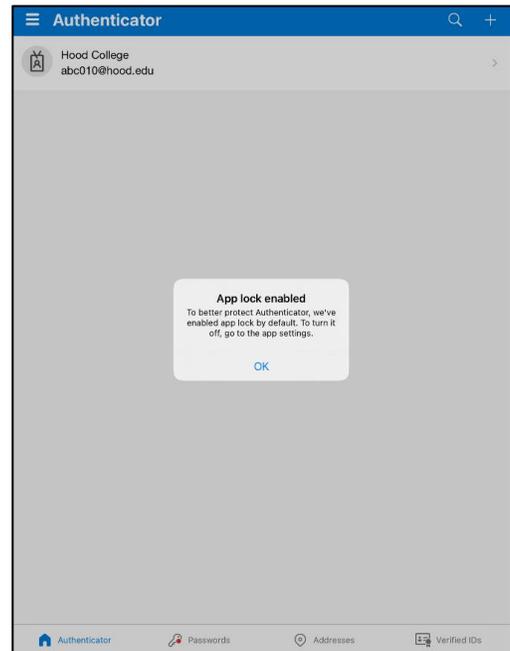
9. Select **ALLOW**



10. Your account is now added. Select **FINISH**

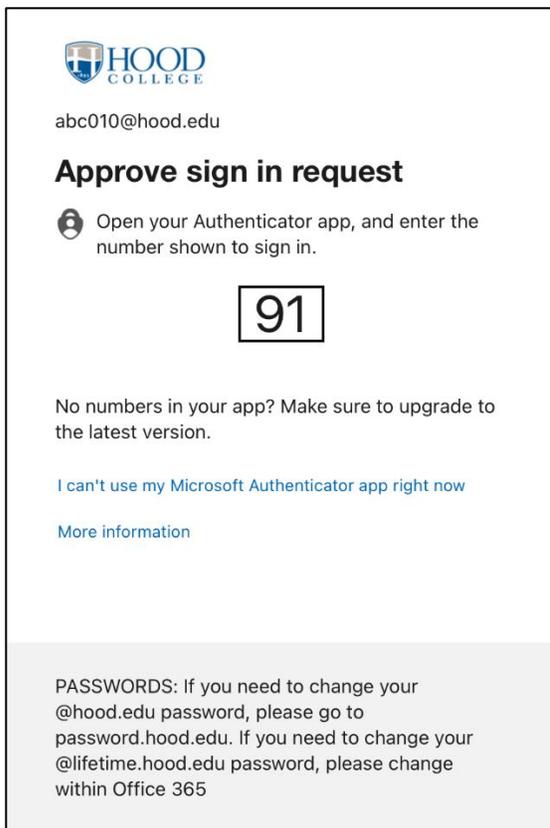


11. Click **OK** if you receive an App Lock message.



12. Your Microsoft Authenticator App is now configured. **NOTE:** When you login to Hood College systems with you Hood College email account you will receive an MFA code that you enter into your Microsoft Authenticator App to verify your identity (Example A). Alternatively, you can still use a traditional text code or Phone call to verify your identity (Example B). To reach the alternate verification options, click the “I can’t use my Microsoft Authenticator app right now” link.

**Example A**



**Example B**

