

Follow these instructions to complete MFA registration using a smart phone. [Video instructions are also available.](#)




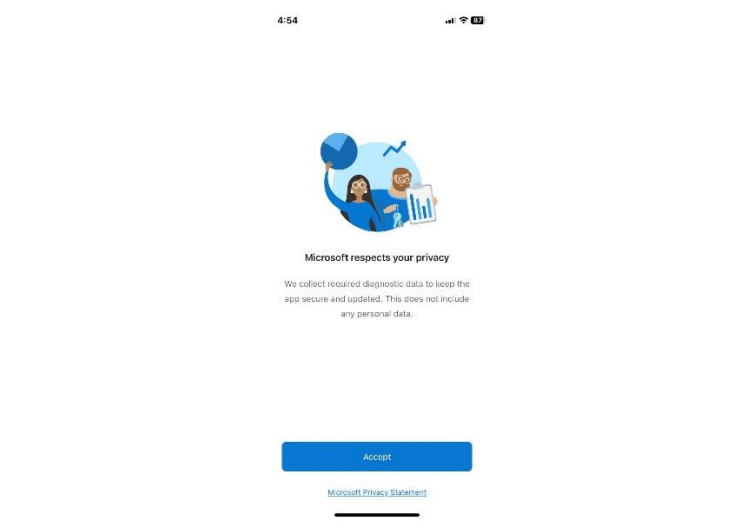
You'll need to know how to switch between applications to perform MFA registration on a mobile device. If you don't know how to do this, it is recommended to follow the instructions to register [using a computer and a mobile device.](#)

**STEP 1** – Install the Microsoft Authenticator app.

**STEP 2** – Register for MFA.

### STEP 1 - INSTALL THE MICROSOFT AUTHENTICATOR APP


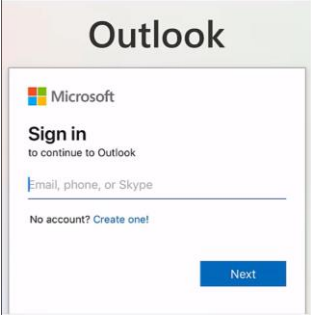

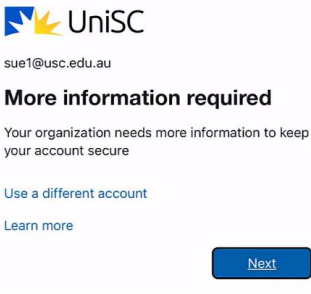



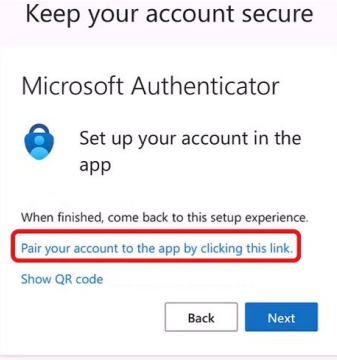
#### FROM GOOGLE PLAY STORE (ANDROID) OR APP STORE (IPHONE) ON YOUR SMART PHONE


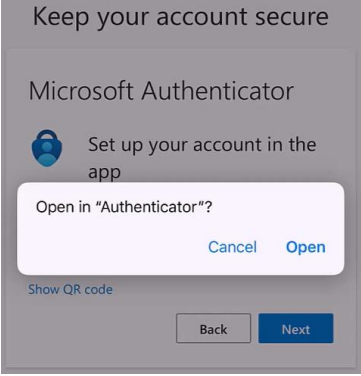

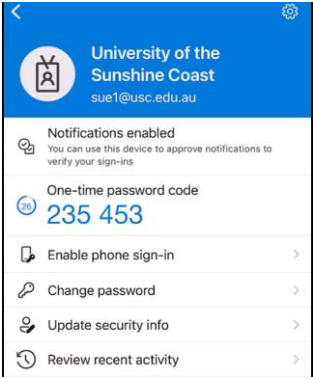

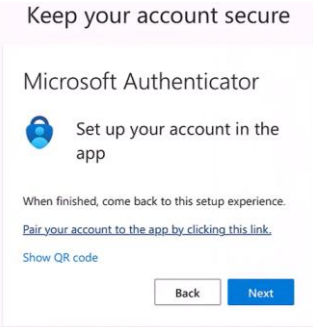

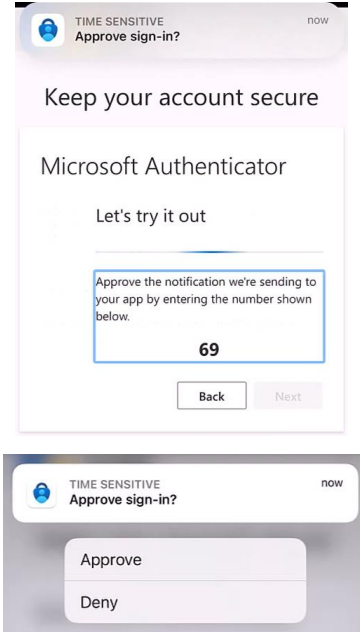
	Download the Microsoft Authenticator app to your smart phone.	 <a href="#">Google Play Store</a> <a href="#">iPhone App Store</a>
	<ol style="list-style-type: none"><li>Once installed, open the app and:<ul style="list-style-type: none"><li>Accept the Terms and Conditions</li><li>Nominate your preference regarding collection of data.</li></ul></li></ol> <p>Then select <b>Continue</b>.</p>	 <p>The screenshot shows a privacy notice screen with the text: "Microsoft respects your privacy. We collect required diagnostic data to keep the app secure and updated. This does not include any personal data." Below the text is a blue "Accept" button and a link for "Microsoft Privacy Statement".</p>


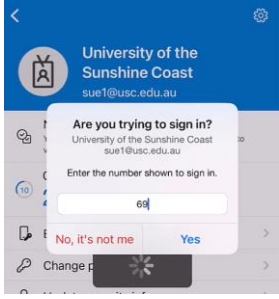

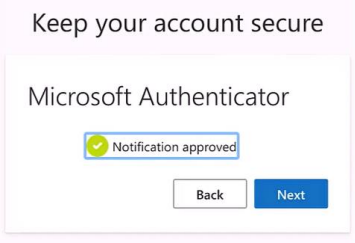

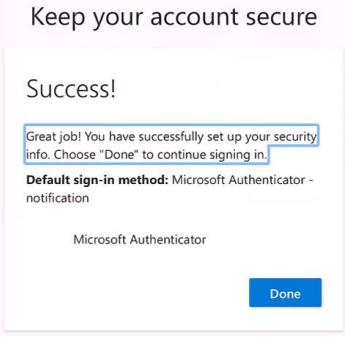

## STEP 2 - REGISTER FOR MFA

### REGISTER FOR MFA USING A SMART PHONE.

MAKE SURE YOU KNOW HOW TO SWITCH BETWEEN APPLICATIONS BEFORE COMMENCING.

	<p><b>On your smart phone:</b></p> <ol style="list-style-type: none"><li>1. Open a browser and go to <a href="https://aka.ms/mfasetup">aka.ms/mfasetup</a>.</li><li>2. Enter your UniSC username and password.</li></ol>	 <p>The screenshot shows the Outlook sign-in page. At the top, it says "Outlook" and "Microsoft". Below that, it says "Sign in to continue to Outlook" and has a text input field for "Email, phone, or Skype". There is a link for "No account? Create one!" and a blue "Next" button at the bottom right.</p>
	<p>3. Select <b>Next</b>.</p>	 <p>The screenshot shows the UniSC account setup page. It features the UniSC logo and the email address "sue1@usc.edu.au". The heading is "More information required" and the text says "Your organization needs more information to keep your account secure". There is a link for "Use a different account" and "Learn more", and a blue "Next" button at the bottom right.</p>
	<p>4. On the 'Keep your account secure' screen, select <b>Next</b>.</p>	 <p>The screenshot shows the "Keep your account secure" screen for Microsoft Authenticator. It says "Start by getting the app" and "On your phone, install the Microsoft Authenticator app. Download now". Below that, it says "After you install the Microsoft Authenticator app on your device, choose 'Next'." and "I want to use a different authenticator app". There is a blue "Next" button at the bottom right.</p>
	<p>5. On the 'Set up your account' screen, tap '<b>Pair your account to the app by clicking this link.</b>'</p>	 <p>The screenshot shows the "Set up your account in the app" screen for Microsoft Authenticator. It says "When finished, come back to this setup experience." and "Pair your account to the app by clicking this link." (the link text is highlighted with a red box). There is also a "Show QR code" link and "Back" and "Next" buttons at the bottom.</p>

	<p>6. Tap <b>Open</b> to launch the Microsoft Authenticator app. This will create your UniSC account in the app.</p>	
	<p>7. When the app shows that an account has been created, return to the web browser.</p> <p>The web browser will show the same screen as before.</p>	
	<p>8. Tap <b>Next</b>.</p>	
	<p>9. A two-digit code will display on <b>your</b> screen. Take note of this code and open the Authenticator app.</p> <p>If a notification appears, tap it to respond and tap <b>Approve</b> if prompted.</p>	

	<p>10. Enter the two-digit code into the app then tap <b>Yes</b>.</p>	
	<p>11. Return to the web browser then tap <b>Next</b>.</p>	
	<p>12. Tap <b>Done</b> on the following page. You have successfully completed your MFA registration.</p>	
	<p><b>Queries and support</b></p> <ul style="list-style-type: none"> <li>• If you have any queries or need support, please contact the Student IT Help Desk - via <a href="#">UniSC Connect</a> or phone +61 7 5459 4455.</li> <li>• If you don't have a smart phone or cannot use the app for any other reason, please complete an <a href="#">MFA Exception Request form</a>.</li> </ul>	