

Setting up Microsoft Authenticator on iPhone

Requirements before setting up MFA:

3 things you will need:

1. Computer
2. iPhone
3. Your Microsoft 365 Password



We're here to help! **Use this guide while working with one of our engineers.**



The **Microsoft Authenticator** adds an additional layer of security to your Microsoft 365 account you and keeps your company's data protected.

If you already have the app, let your GadellNet engineer know and proceed to step 6.

If you need technical assistance, please reach out to help@gadellnet.com or call **314-942-7485**.



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The following steps should be completed on your **iPhone**.



Step 1

On your iPhone, open the **App Store**. Find this by swiping all the way to the right. Then find the app under the Utilities section.

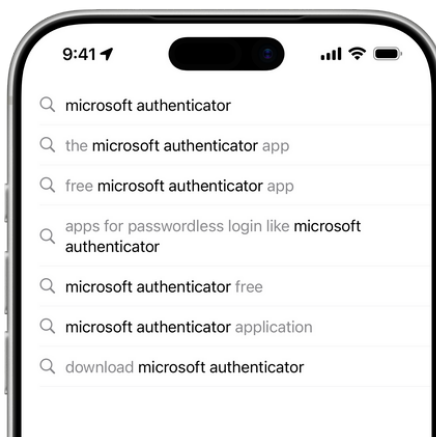
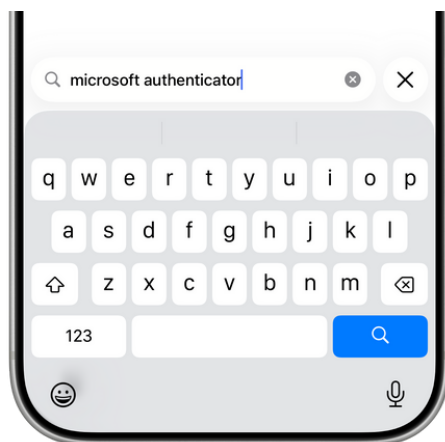


App Store



Step 2

In the App Store, search for **Microsoft Authenticator**. You might see it in the suggestions as you type.



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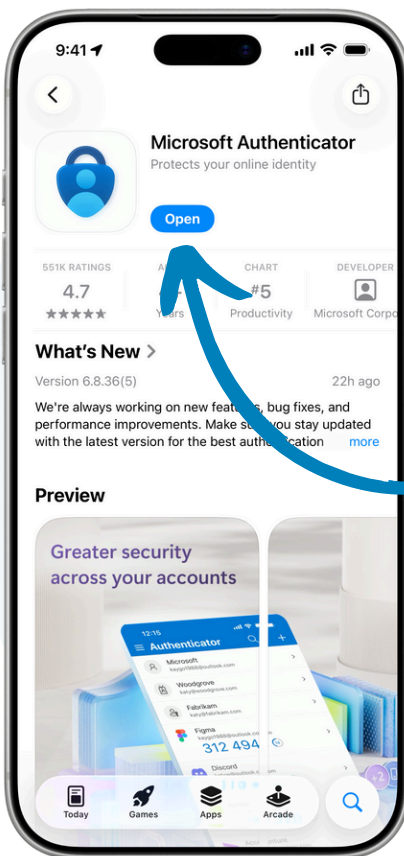
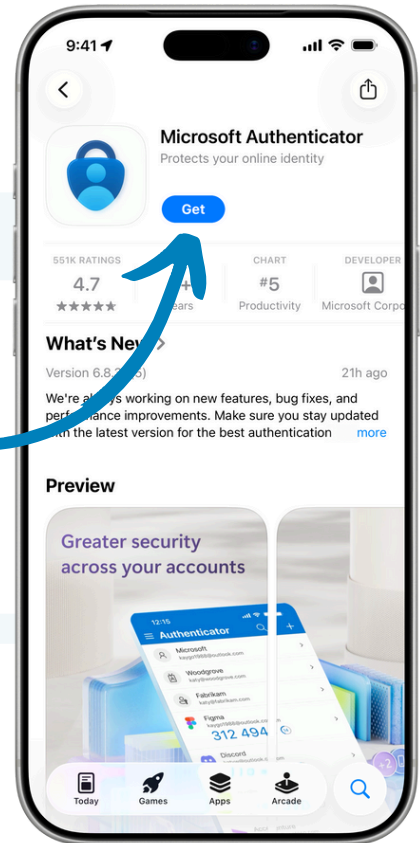
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Step 3

Select **Get** or . This option may vary depending on if you've downloaded the Microsoft Authenticator before.

You might be asked to provide your Apple Account password.



Step 4



Once downloaded, tap **Open**.

Or, find the app by swiping your Home Screen all the way to the right and searching at the top.

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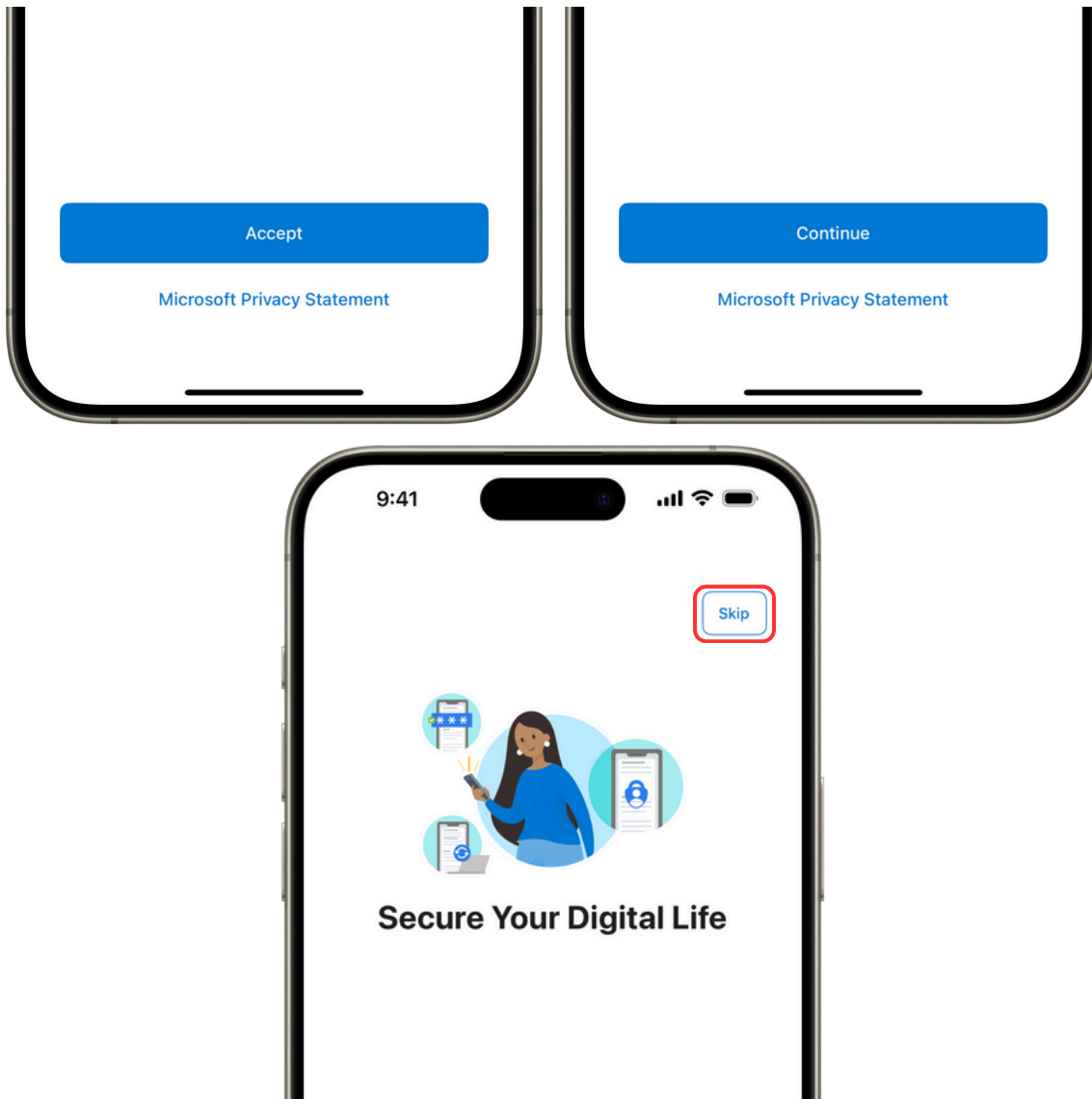
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Step 5

Tap **Accept**, then **Continue**.

Tap **Skip**.

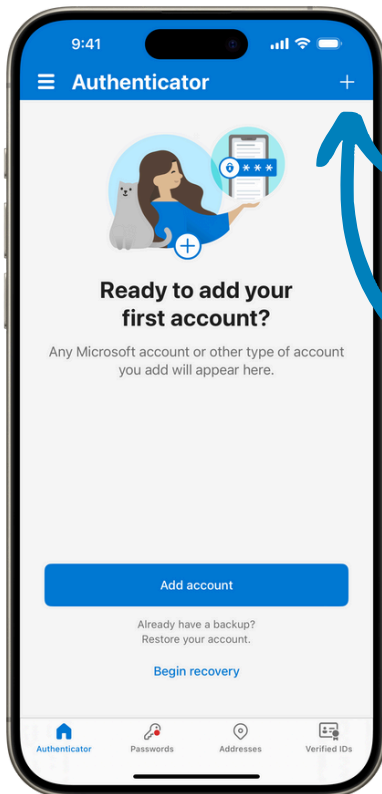


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The following steps should be completed on your **Computer**. Your GadellNet engineer will assist in navigating to **Office.com**.



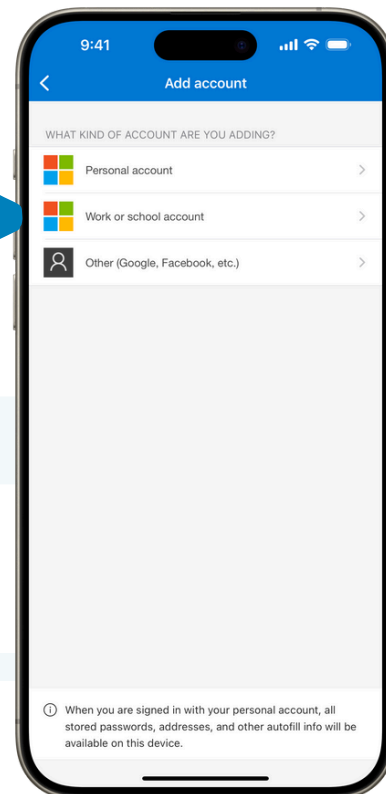
Step 6

Select the “+” button in the top right.



Step 7

Select “**Work or school account**”



If you need technical assistance, please reach out to help@gadellnet.com or call **314-942-7485**.



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Step 8

Select **"Scan QR code"**, then **Allow**.

Add work or school account

Sign in

Scan QR code

Cancel



"Authenticator" would like to access the Camera.

May be needed to scan QR code to add a new account

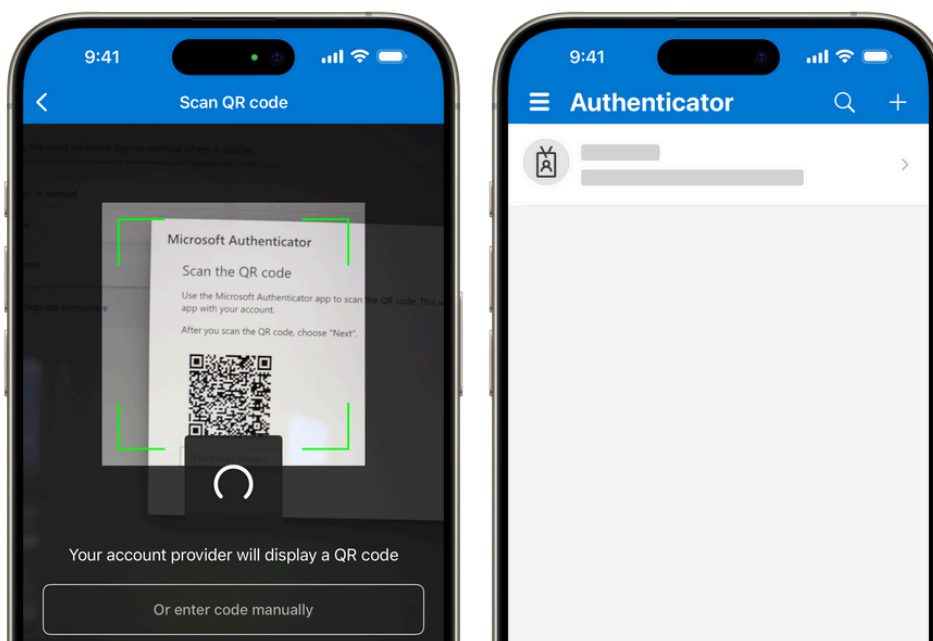
Allow



Step 9

Point your iPhone's camera at your computer's display by **positioning the QR code inside the box**.

Once detected, the account will show up in the **account list**.



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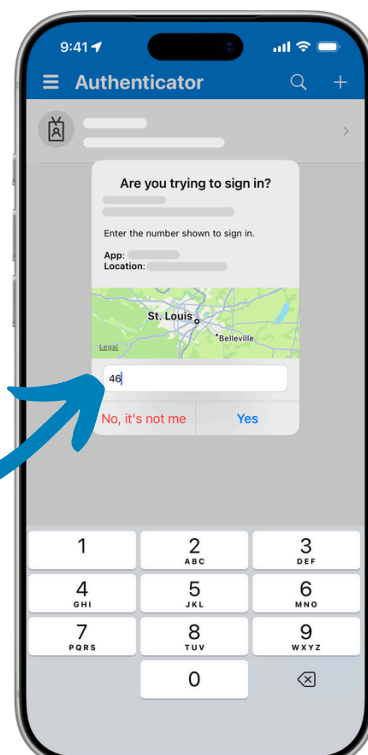
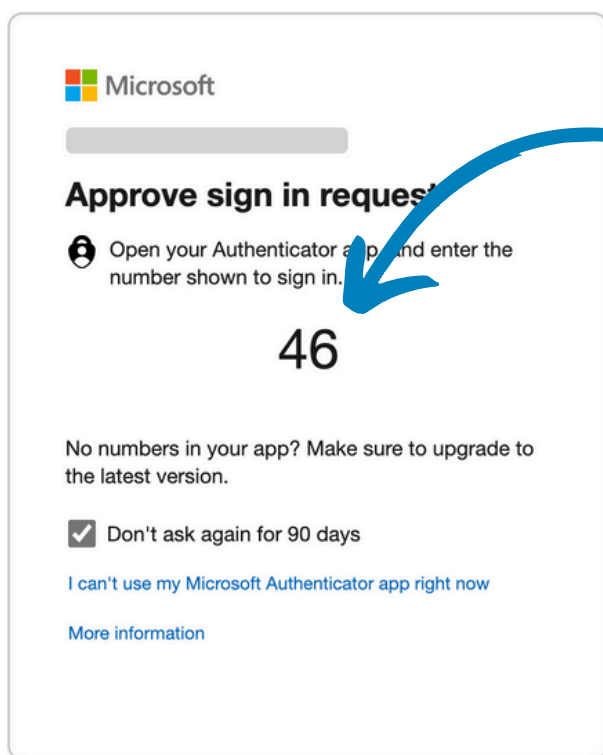
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Congratulations!

You have successfully setup MFA on your Microsoft Account!



Each time you sign into a Microsoft service or connected apps, you might be prompted to use the **Microsoft Authenticator**. Just tap the notification and **enter the number shown**.



If you need technical assistance, please reach out to help@gadellnet.com or call **314-942-7485**.



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