

Get the Microsoft Authenticator app to sign into your college account

Download the Microsoft Authenticator app* on your mobile device to sign in.

To setup the Authenticator app on your mobile device, follow the steps below to use your mobile device and a pairing link or using another device and a QR code.

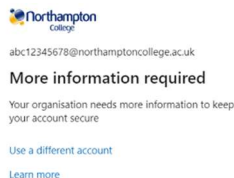


onelink.to/ssybkn



Setup MFA with a pairing link on your mobile device:

1. On a mobile device open a web browser app and go to aka.ms/MFASetup. Sign in with your college details.



2. Select 'next' to proceed.

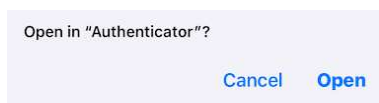
3. Install the Microsoft Authenticator on your mobile device, then select 'next'. (To use a different authenticator app, see 'Setup MFA with another device' on this guide)¹.



4. On the following screen, select 'Pair your account to the app by clicking this link'.



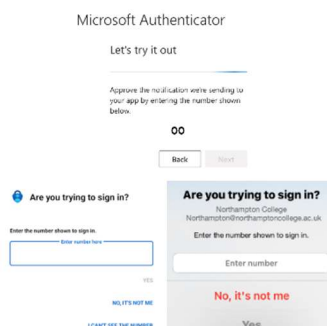
5. Select 'Open' on the following pop-up.



6. Go back to your web browser app and select 'Next'.

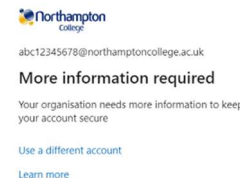


7. A two-digit number will appear. A notification from Microsoft Authenticator will also appear. Select the notification and enter the two-digit number into the pop-up. Once entered select 'Yes'.



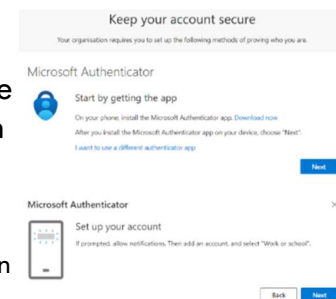
Setup MFA with another device:

1. On a laptop/PC open a web browser and go to aka.ms/MFASetup. Sign in with your college details.

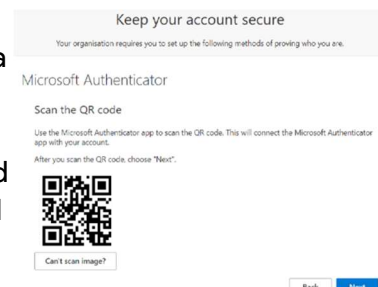


2. Select 'next' to proceed.

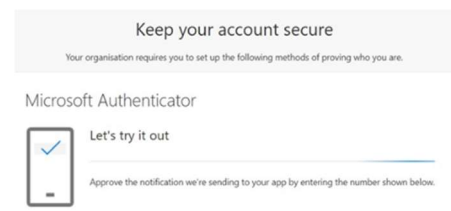
3. Install the Microsoft Authenticator on your mobile device, then select 'next' on the next two windows displayed on your laptop/PC. (To use a different authenticator app, select 'I want to use a different authenticator app'. Follow the steps on your laptop/PC to continue with your authenticator app¹).



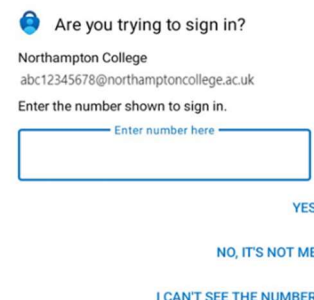
4. On the following screen a QR code will be displayed. Using your mobile device, select 'Scan a QR code' and scan the QR code displayed on your laptop/PC.



5. Once successfully scanned, select 'next' on your laptop/PC. A two-digit number will appear.



6. Enter the two-digit number into the notification prompt on your mobile device and select 'Yes'. Click 'next' on your laptop/PC to confirm setup.



Authentication is required when signing in on **new devices** and **every two weeks**.

*Other authentication applications are available. NC Helpdesk cannot provide assistance for alternative authentication applications.

¹Northampton College is not responsible for use of a personal device and another authenticator application.

To find out more about the Microsoft Authenticator app visit go.microsoft.com/fwlink/p/?LinkID=2112002

An internet connection is required on the device to download the Microsoft Authenticator app.