

Multi-Factor Authentication (MFA) Setup Guide

Multi-Factor Authentication (MFA) is now required for SFU Login Account. This adds an extra layer of security to protect your data and records. To log in, you will now need your password plus a second verification method.

1. [Mobile] Before you begin, download and install the Microsoft Authenticator app from the app store on your mobile device.

iOS

To install Authenticator on your iOS device. Scan the QR code



Or download and install Authenticator from the [Apple app Store](#)

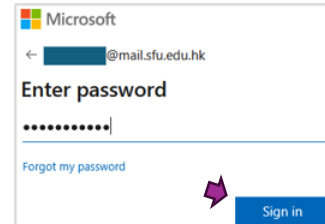
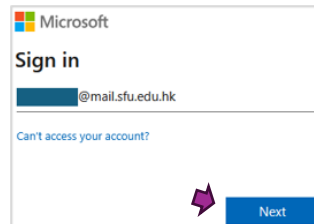
Android

To install Authenticator on your Android device. Scan the QR code

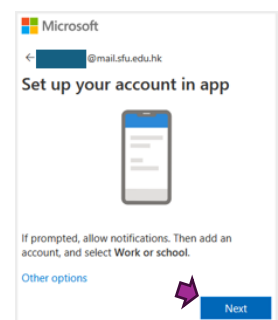
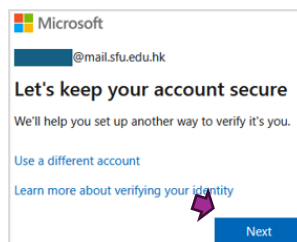


Or download and install Authenticator from the [Android app Store](#)

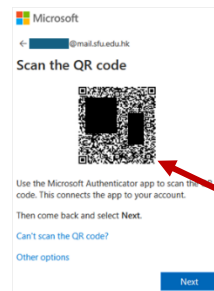
2. [PC] access SFU email login portal: <https://portal.office.com>
3. [PC] Enter your campus email address and click "Next"
4. [PC] Enter your password and click "Sign in"



5. [PC] You will see the "Let's keep your account secure" prompt, click "Next" > "Next" > "Next"

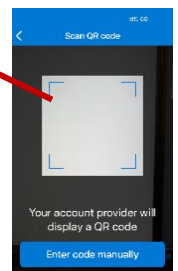
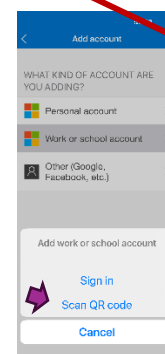
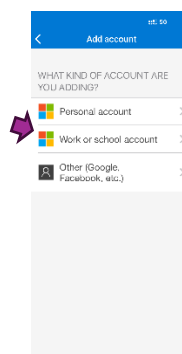


6. [PC] The QR code will appear on your computer screen. Keep this screen open and pick up your mobile phone



7. [Mobile] Use the Microsoft Authenticator app on mobile phone to scan the QR code displayed on computer screen

- a. Select + icon (top right corner)
- b. Select "Work or school account"
- c. Tap Scan a QR code to open the camera

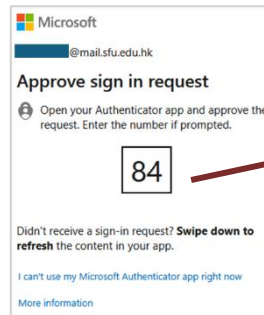


8. [PC] Once your phone successfully scans the code, click "Next" on your computer

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9. [Mobile] Look at the 2-digit number shown on your computer screen, and enter it into the prompt on your mobile phone app and then click “Yes”

[PC]



[Mobile]



10. [PC] Click “Done”

