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Let's Setup Your Multi-Factor!

-> Start by going to

https://www.microsoft365.com/

-> Click Sign in

-> Enter your SOCC email address
-> Click Next

Microsoft

Sign in

8675432@email.socc.edu

Can't access your account?

Next

-> Enter your Password
-> Click Sign in

← 8675432@email.socc.edu

Enter password

●●●●●●●●●●●●●●●

Forgot my password

Sign in

-> Click Next

8675432@email.socc.edu

More information required

Your organization needs more information to keep your account secure. Before making changes to your security info you must complete multifactor authentication.
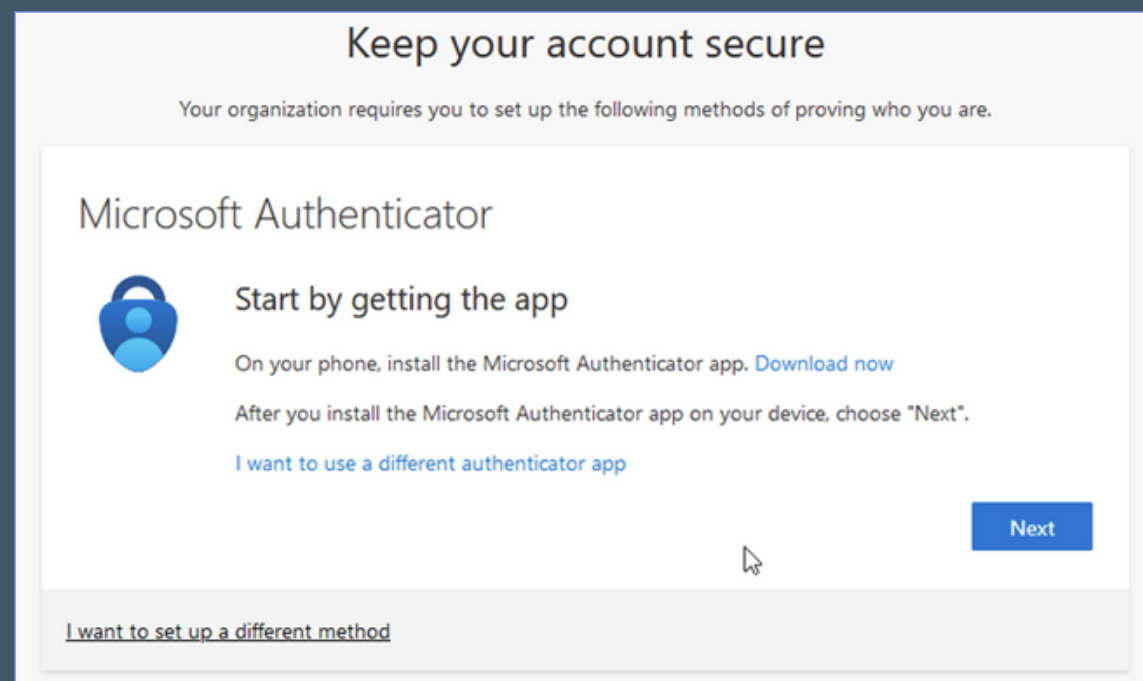
Use a different account

Learn more

Next

From this "Keep you account secure" screen, you have several options for choosing a MFA device/method...

- Microsoft Authenticator App (steps linked **here**)

- Other Authenticator App (steps linked **here**)

- Text message (steps linked **here**)

- Phone call (steps linked **here**)

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(Microsoft Authenticator Steps)

-> Click Next

Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

Microsoft Authenticator

Start by getting the app

On your phone, install the Microsoft Authenticator app. Download now

After you install the Microsoft Authenticator app on your device, choose "Next".

I want to use a different authenticator app

Next

I want to set up a different method

SOUTHWESTERN
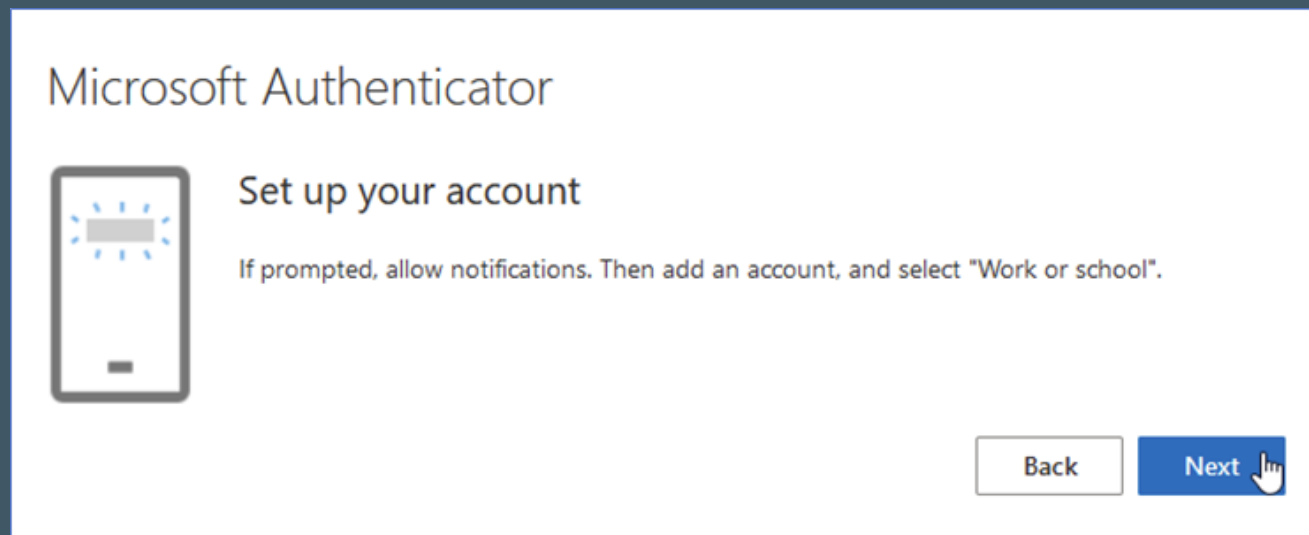## AN OREGON COMMUNITY COLLEGE

(Microsoft Authenticator Steps)

-> Click Next

Microsoft Authenticator

Set up your account

If prompted, allow notifications. Then add an account, and select "Work or school".

Back   Next

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(Microsoft Authenticator Steps)

-> With the Authenticator app open on your phone, have it scan the QR code

-> Click Next

Microsoft Authenticator

Scan the QR code

Use the Microsoft Authenticator app to scan the QR code. This will connect the Microsoft Authenticator app with your account.

After you scan the QR code, choose "Next".

Can't scan image?

Enter the following into your app:

Code: ▓▓▓794

URL: https://mobileappcommunicator.auth.microsoft.com/activate/▓▓▓

Back   Next

(Microsoft Authenticator Steps)

-> You are provided a number on the screen that needs to be entered into the Authenticator app to continue

(Microsoft Authenticator Steps)

-> Click Next

(Microsoft Authenticator Steps)

-> Click Done

Success!

Great job! You have successfully set up your security info. Choose "Done" to continue signing in.

Default sign-in method:

Microsoft Authenticator
LGL455DL

Microsoft Authenticator

Done
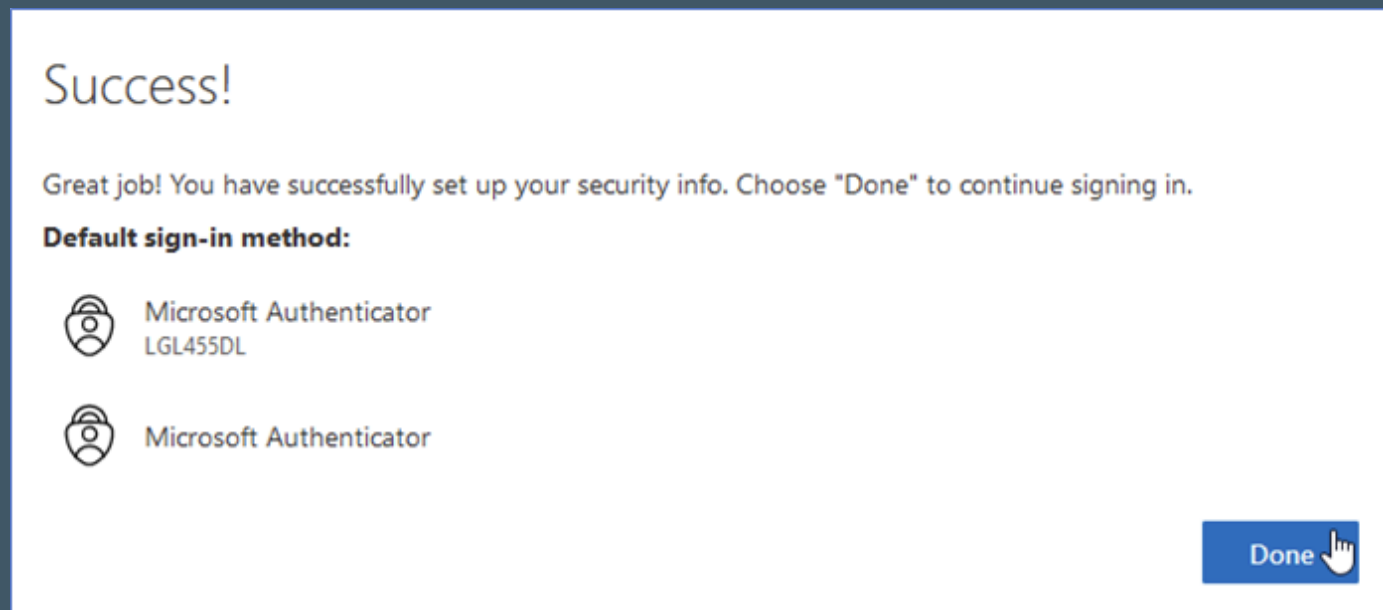
-> If the Microsoft Authenticator app is the only MFA device/method you wish to have, your setup is complete!
-> If you'd like to setup an additional MFA device/method, click **here**

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(Other Authenticator Steps)

-> Click "I want to use a different authenticator app"

Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

Microsoft Authenticator

Start by getting the app

On your phone, install the Microsoft Authenticator app. Download now

After you install the Microsoft Authenticator app on your device, choose "Next".

I want to use a different authenticator app

Next

I want to set up a different method

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(Other Authenticator Steps)

-> Click Next

Authenticator app

Set up your account

In your app, add a new account.

Back   Next

![Southwestern - An Oregon Community College logo]

(Other Authenticator Steps)

-> With the Authenticator app open on your phone, have it scan the QR code

-> Click Next

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(Other Authenticator Steps)

-> Type in the code provided from your authenticator app

-> Click Next

Authenticator app

Enter code

XXX XXX

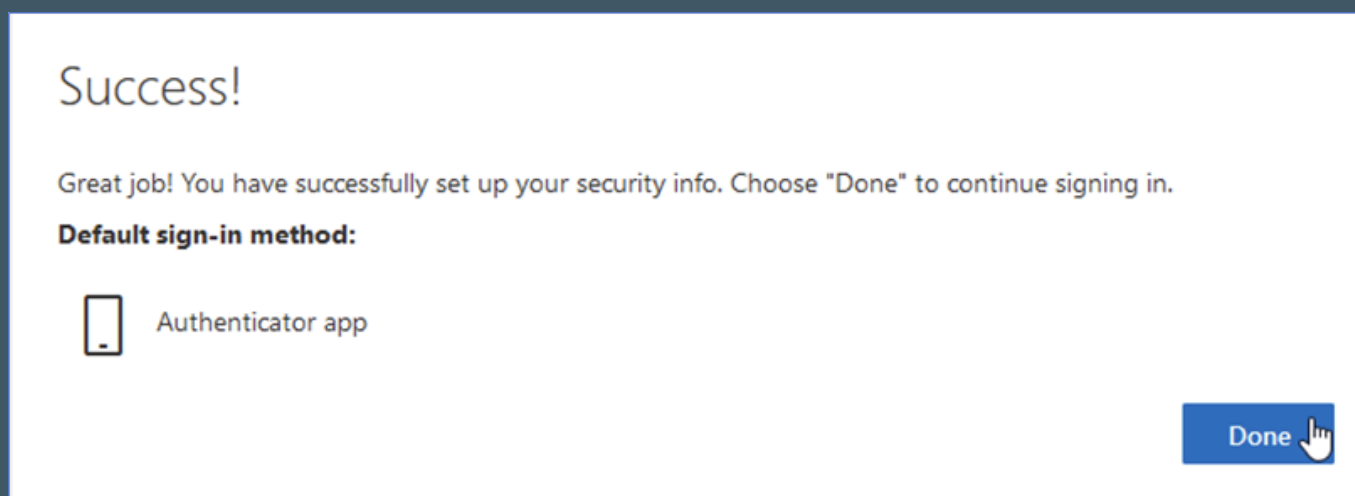Enter the 6-digit code shown in the Authenticator app.

123456

Back   Next

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(Other Authenticator Steps)

-> Click Done

Success!

Great job! You have successfully set up your security info. Choose "Done" to continue signing in.

Default sign-in method:

Authenticator app

Done

-> If the Other Authenticator app is the only MFA device/method you wish to have, your setup is complete!
-> If you'd like to setup an additional MFA device/method click **here**

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(Text Message Steps)

-> Click "I want to set up a different method"

Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

Microsoft Authenticator

Start by getting the app

On your phone, install the Microsoft Authenticator app. Download now

After you install the Microsoft Authenticator app on your device, choose "Next".

I want to use a different authenticator app
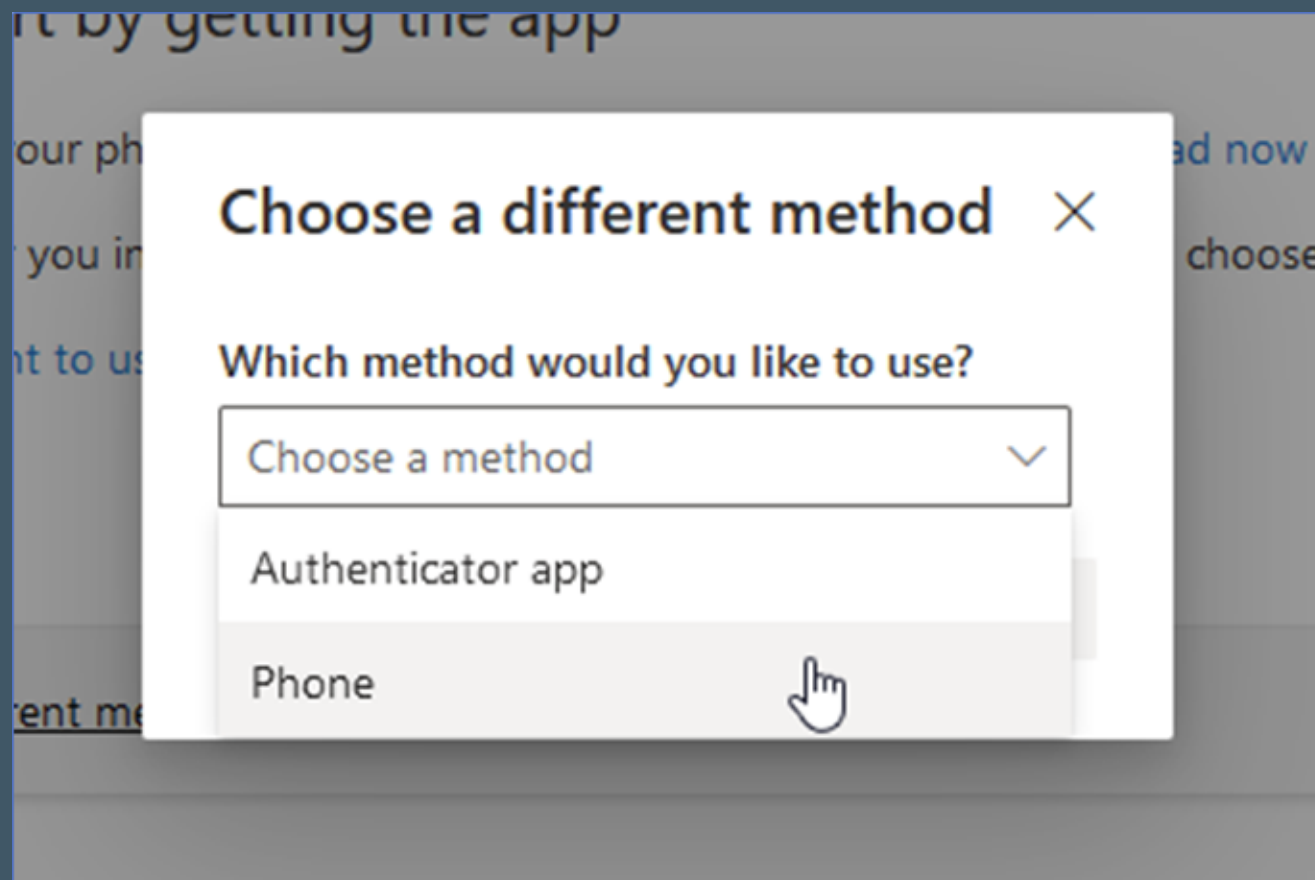
Next

I want to set up a different method

![Southwestern - An Oregon Community College logo]

(Text Message Steps)

-> Click "Choose a method" drop-down box
-> Click Phone

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(Text Message Steps)

-> Click Confirm

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(Text Message Steps)

-> Select the proper country code from the drop-down list
-> Type phone number
-> Click Next

Phone

You can prove who you are by answering a call on your phone or texting a code to your phone.

What phone number would you like to use?

| United States (+1) | | 5555555 |

◉ Text me a code

○ Call me

Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy and cookies statement.

Next

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(Text Message Steps)

-> Type in the code provided from the text message
-> Click Next

Phone

We just sent a 6 digit code to +1 ▮▮ 5555555. Enter the code below.
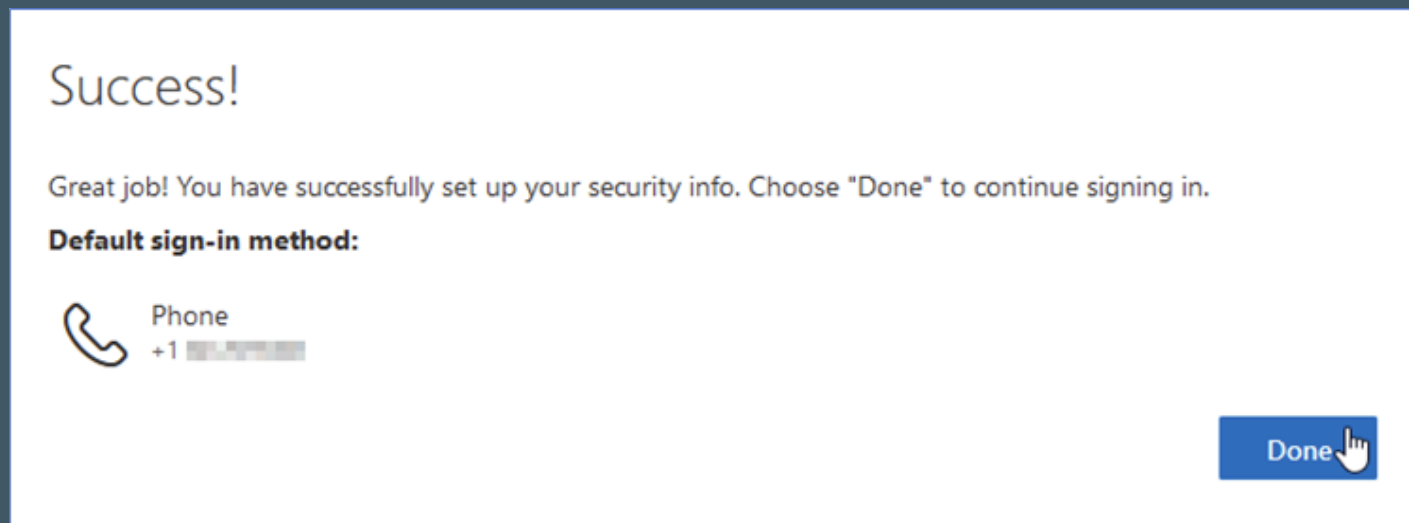
123456

Resend code

Back   Next

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(Text Message Steps)

-> Click Done

Success!

Great job! You have successfully set up your security info. Choose "Done" to continue signing in.

Default sign-in method:

☎ Phone
+1 ▓▓▓▓▓▓

Done 👆

-> If Text Message is the only MFA device/method you wish to have, your setup is complete!
-> If you'd like to setup an additional MFA device/method click **here**

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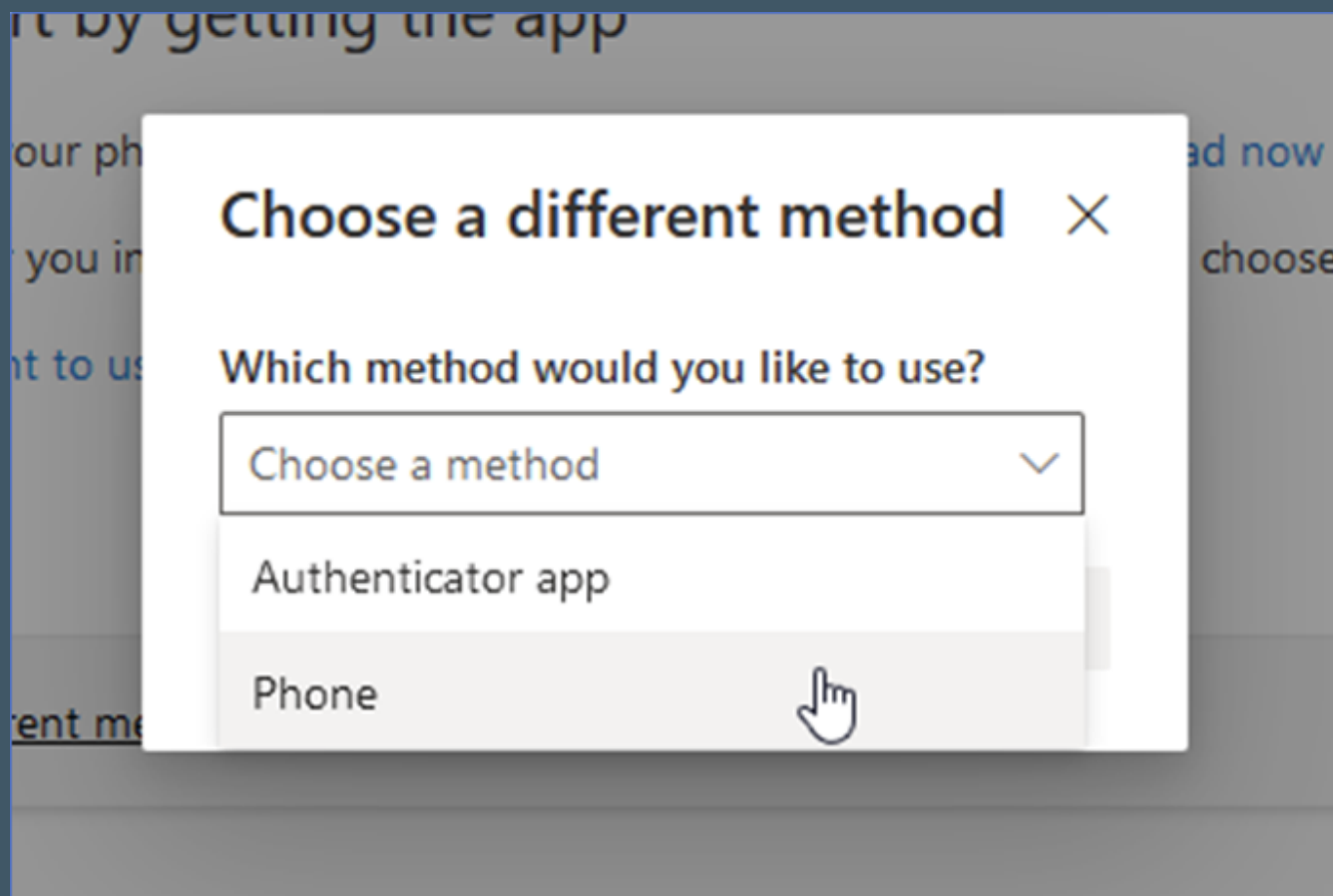(Phone Call Steps)

-> Click "I want to set up a different method"

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(Phone Call Steps)

-> Click "Choose a method" drop-down box
-> Click Phone

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(Phone Call Steps)

-> Click "Call me" option

-> Select the proper country code from the drop-down list

-> Type phone number

-> Click Next

Phone

You can prove who you are by answering a call on your phone or texting a code to your phone.

What phone number would you like to use?

| United States (+1) ⌄ | |

○ Text me a code

◉ Call me

Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy and cookies statement.

Next

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(Phone Call Steps)

-> Answer the phone call from Microsoft and follow their instructions to confirm authorization

Phone

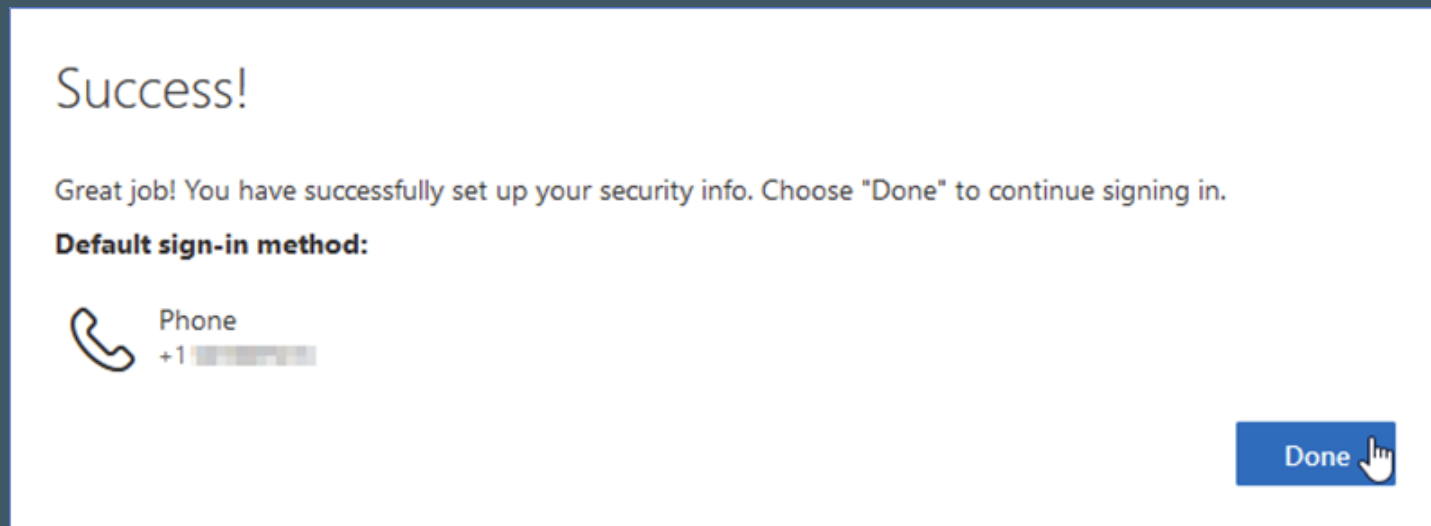We're calling +1 ▓▓ ▓▓▓▓▓▓ now.

Back

(Phone Call Steps)

-> Click Done

Success!

Great job! You have successfully set up your security info. Choose "Done" to continue signing in.

Default sign-in method:

Phone
+1

Done

-> If Phone Call is the only MFA device/method you wish to have, your setup is complete!
-> If you'd like to setup an additional MFA device/method, click **here**