Microsoft 365

HOW TO SET UP MICROSOFT 2-FACTOR AUTHENTICATION

WHY 2 FACTOR AUTHENTICATION

- **Enhanced Security:** Two-factor authentication adds an extra layer of security beyond just a password. Even if someone manages to obtain your password, they would still need the second factor (such as a code from an authenticator app) to access your account.
- **Protection Against Unauthorized Access:** 2FA helps prevent unauthorized access to your Microsoft account, especially in cases where passwords might be compromised through data breaches or phishing attacks.
- **Safeguarding Personal Information:** Your Microsoft account likely contains sensitive personal information, such as emails, files, and possibly payment details. Enabling 2FA helps protect this information from falling into the wrong hands.
- **Mitigating Credential Stuffing Attacks:** With the prevalence of data breaches on various platforms, many users reuse passwords across multiple accounts. Enabling 2FA on your Microsoft account can mitigate the risk of credential stuffing attacks, where attackers use known username/password combinations from breaches to attempt unauthorized access to other accounts.
- **Compliance Requirements:** In some cases, compliance standards or organizational policies may require the use of two-factor authentication to meet security requirements and safeguard sensitive data.

3-STEP SETUP
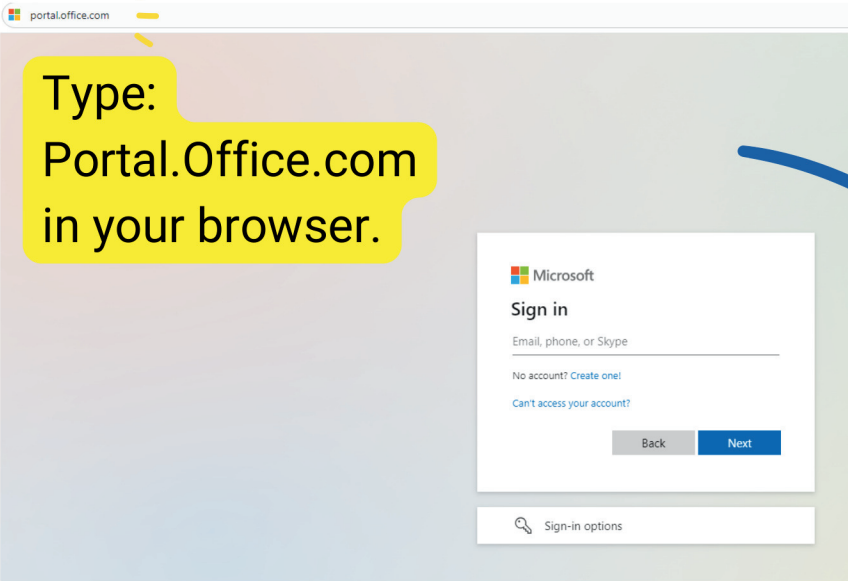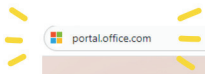
1 Logging Into Your Microsoft Account
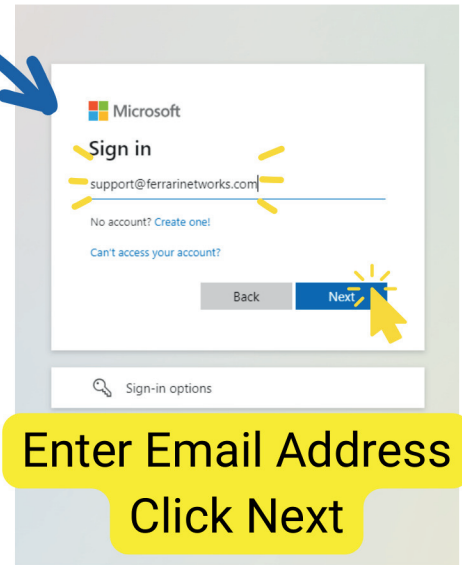
2 Installing and Activating the App

3 Syncing the App with Your Microsoft Account

FERRARI NETWORKS

STEP 1:

portal.office.com

Type:
Portal.Office.com
in your browser.

Microsoft

Sign in

Email, phone, or Skype

No account? Create one!

Can't access your account?

Back   Next

Sign-in options

Microsoft

Sign in

support@ferrarinetworks.com

No account? Create one!

Can't access your account?

Back   Next

Sign-in options

Enter Email Address
Click Next

Microsoft

← support@ferrarinetworks.com

Enter password

Password

Forgot my password
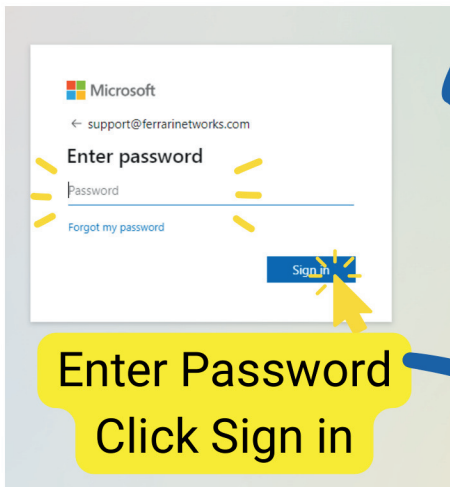
Sign in

Enter Password
Click Sign in

Microsoft

support@ferrarinetworks.com

Action Required

Your organization requires additional security information. Follow the prompts to download and set up the Microsoft Authenticator app.

Use a different account

Learn more about the Microsoft Authenticator app

Click Next   Next

Keep your account secure

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

LEAVE THIS LAST
PAGE OPEN!

Grab your phone and go to Next Page, Step 2.

STEP 2:
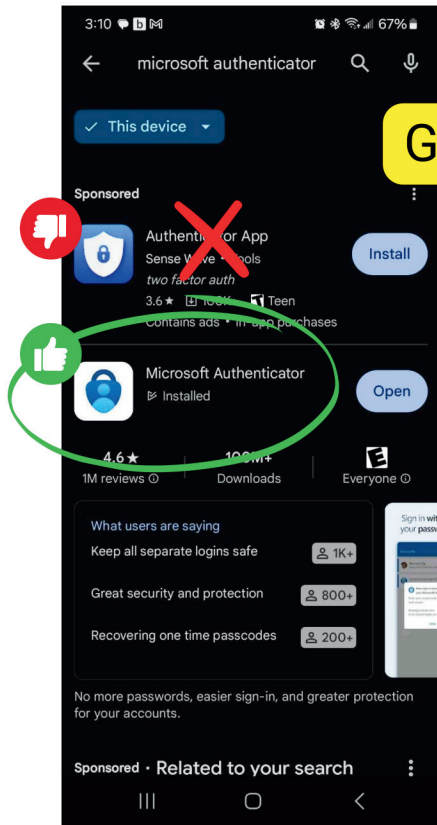
Go to your App Store and Search: "Microsoft Authenticator"

When you search for the app, you might see others that look similar.
Be Sure to Select the Correct App!

IPHONE

ANDROID

The App will be the same on an iPhone or Android

Click Install

(These say open because they are already installed on the sample phones.)

Once installed, go to Next Page, Step 3!

STEP 3:

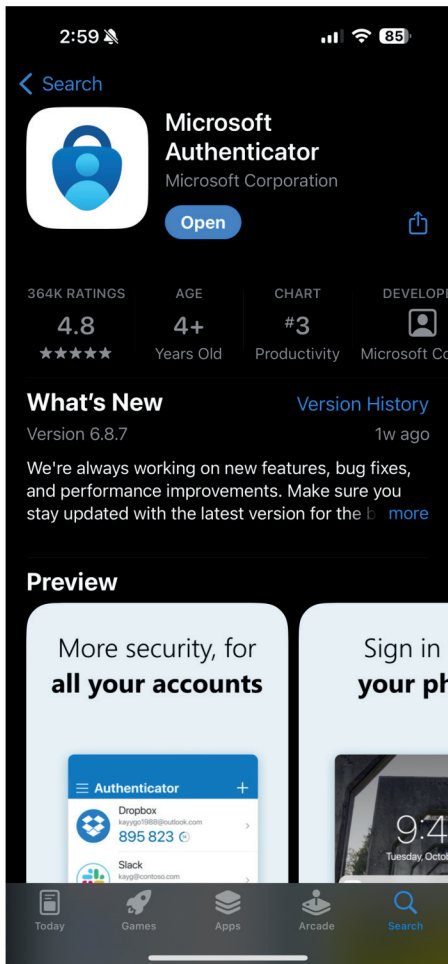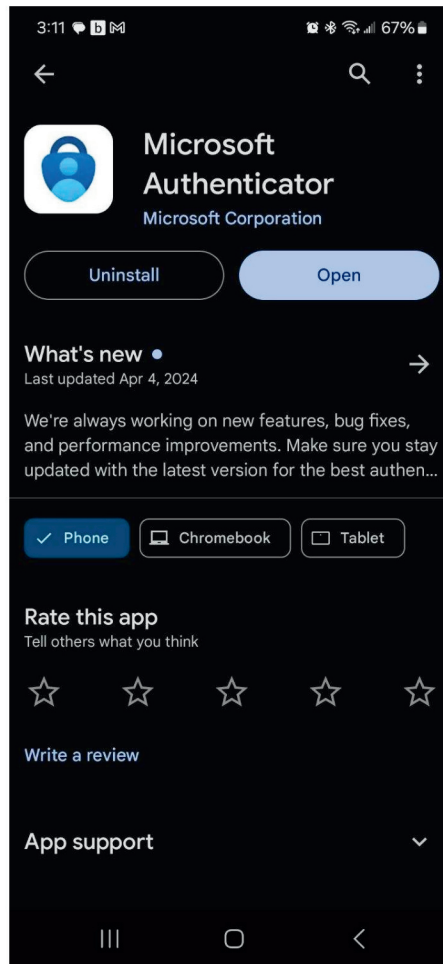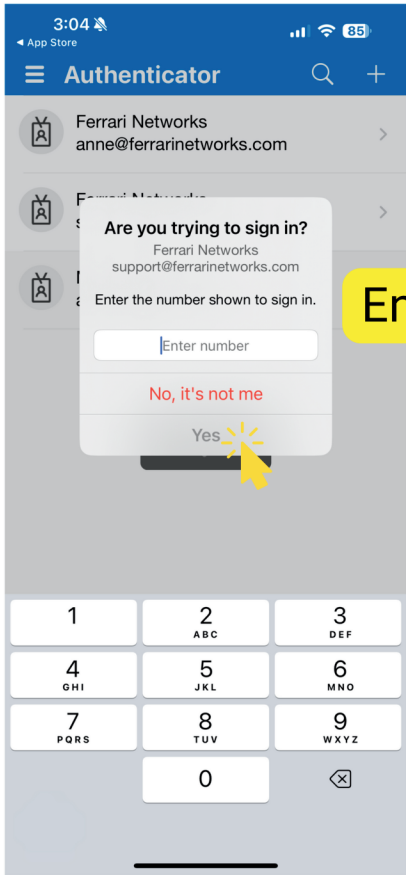## Getting the App and computer communicating.

Open the App on your phone.

Select "Work or school account"

Click Scan QR Code

Add work or school account
Sign in
Scan QR code
Cancel

Keep your account secure

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

Go back to your computer & Click Next

A QR code will appear; scan the code by aligning the code with the square of the app.

Keep your account secure

Microsoft Authenticator

Set up your account

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

Back   Next

Click Next

Keep your account secure

Microsoft Authenticator

Notification approved

Back   Next

After you scan the code, this should appear "Notification Approved" Click Next

Keep your account secure

Success!

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

Default sign-in method:

Microsoft Authenticator

Done

Microsoft Authenticator app was successfully registered
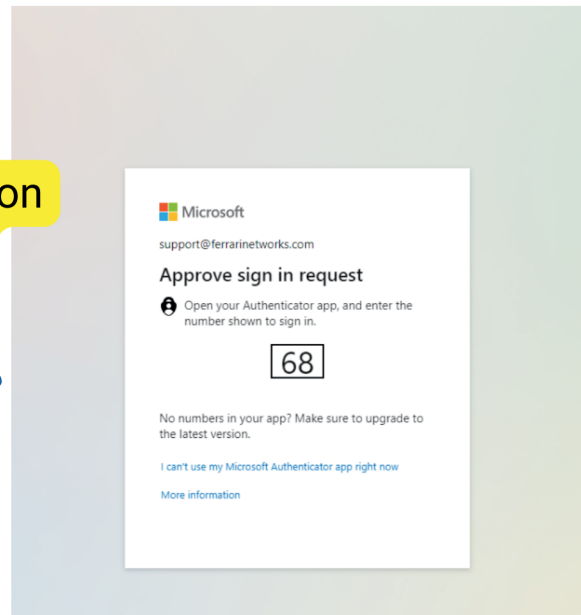Wed, 17 Apr 2024 19:06:21 GMT

Click Done

ALMOST FINISHED!

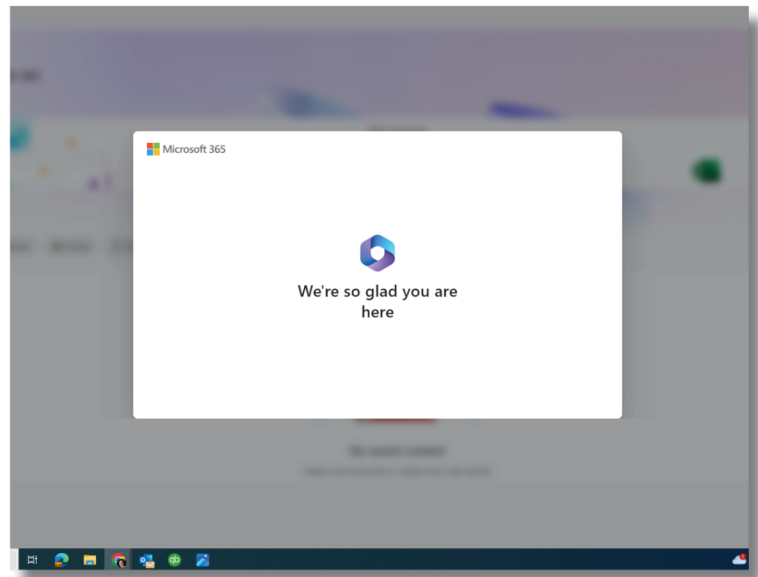Approve sign-in request.

This will be your 2-factor Authentication code to sign in. This code will be different each time you log in.

Microsoft

support@ferrarinetworks.com

Approve sign in request

Open your Authenticator app, and enter the number shown to sign in.

68

No numbers in your app? Make sure to upgrade to the latest version.

I can't use my Microsoft Authenticator app right now

More information

3:04
◂ App Store

≡ Authenticator

Ferrari Networks
anne@ferrarinetworks.com

Ferrari Networks

Are you trying to sign in?
Ferrari Networks
support@ferrarinetworks.com

Enter the number shown to sign in.

Enter number

No, it's not me

Yes

1	2 ABC	3 DEF
4 GHI	5 JKL	6 MNO
7 PQRS	8 TUV	9 WXYZ
	0	⌫

Enter this code in your app.
Click Yes

YOU ARE NOW SET UP!

Microsoft 365

We're so glad you are here

Any Questions or Need Help: Email us at

support@ferrarinetworks.com

FERRARI
NETWORKS

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