To set up the Microsoft Authenticator app
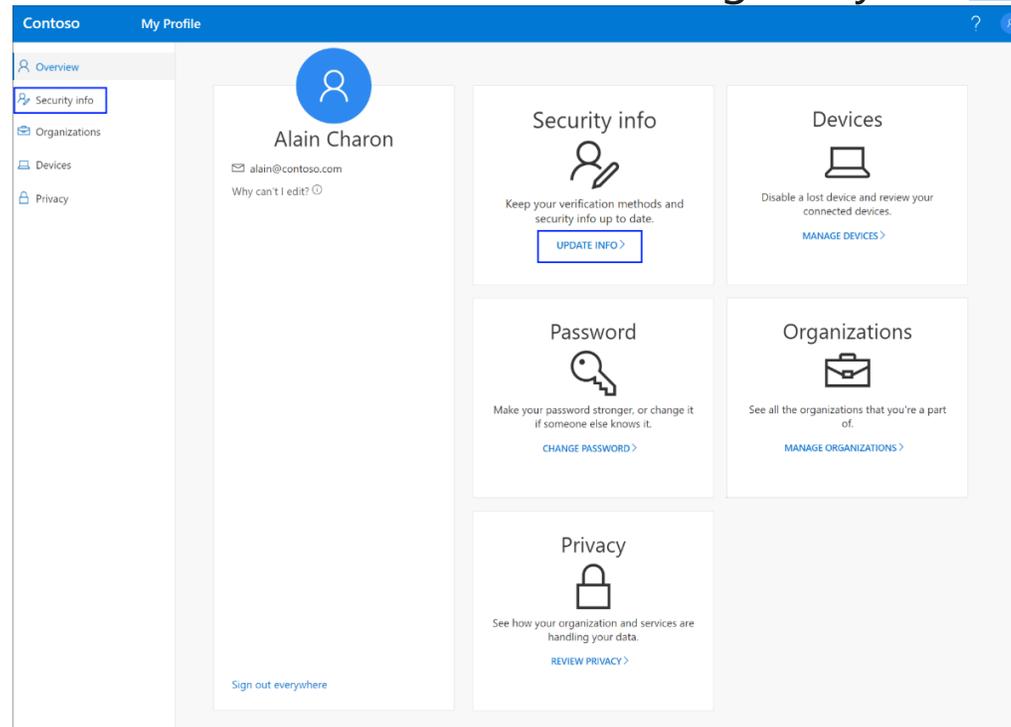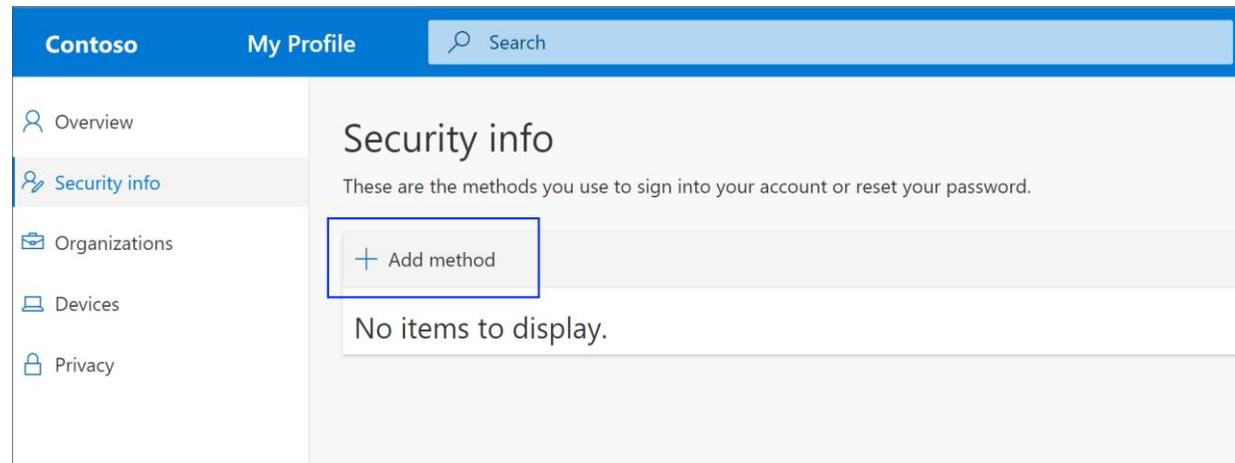
1. Sign into your work or school account and then go to your My Account portal.

2. Select **Security info** in the left menu or by using the link in the **Security info** pane. If you have already registered, you'll be prompted for two-factor verification. Then, select **Add method** in the **Security info** pane.


3. On the **Add a method** page, select **Authenticator app** from the list, and then select **Add**.

4. On the **Start by getting the app** page, select **Download now** to download and install the Microsoft Authenticator app on your mobile device, and then select **Next.** For more information about how to download and install the app, see [Download and install the Microsoft Authenticator app](#).
   - If you want to use an authenticator app other than the Microsoft Authenticator app, select **I want to use a different authenticator app**.
   - If your organization lets you choose a different method besides the authenticator app, you can select **I want to set up a different method**.
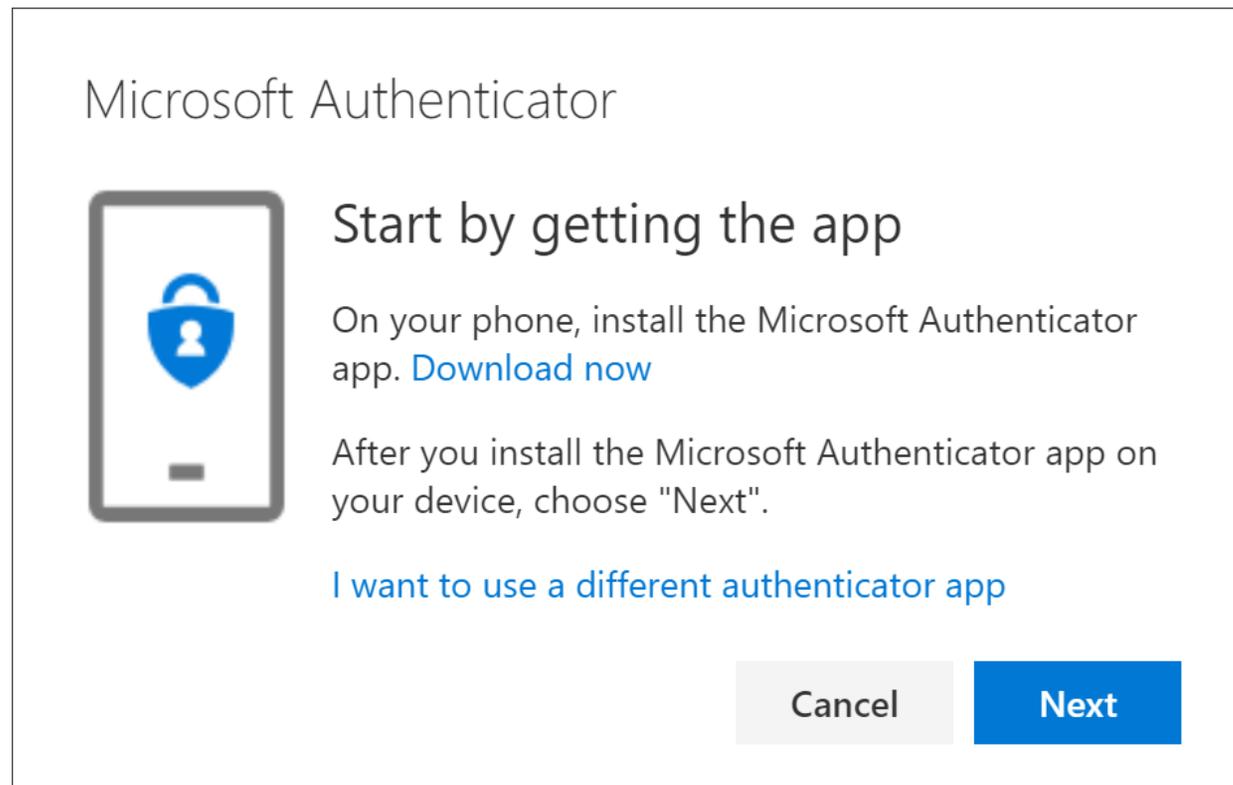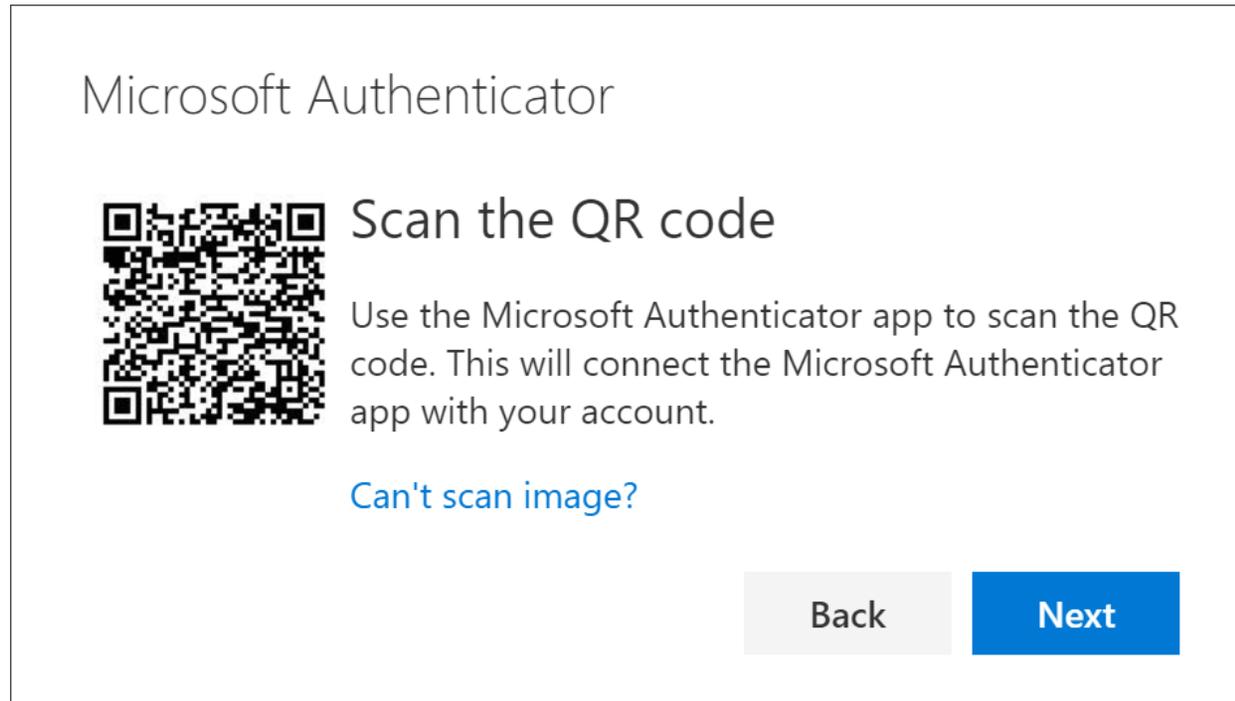
5. Remain on the **Set up your account** page while you set up the Microsoft Authenticator app on your mobile device.
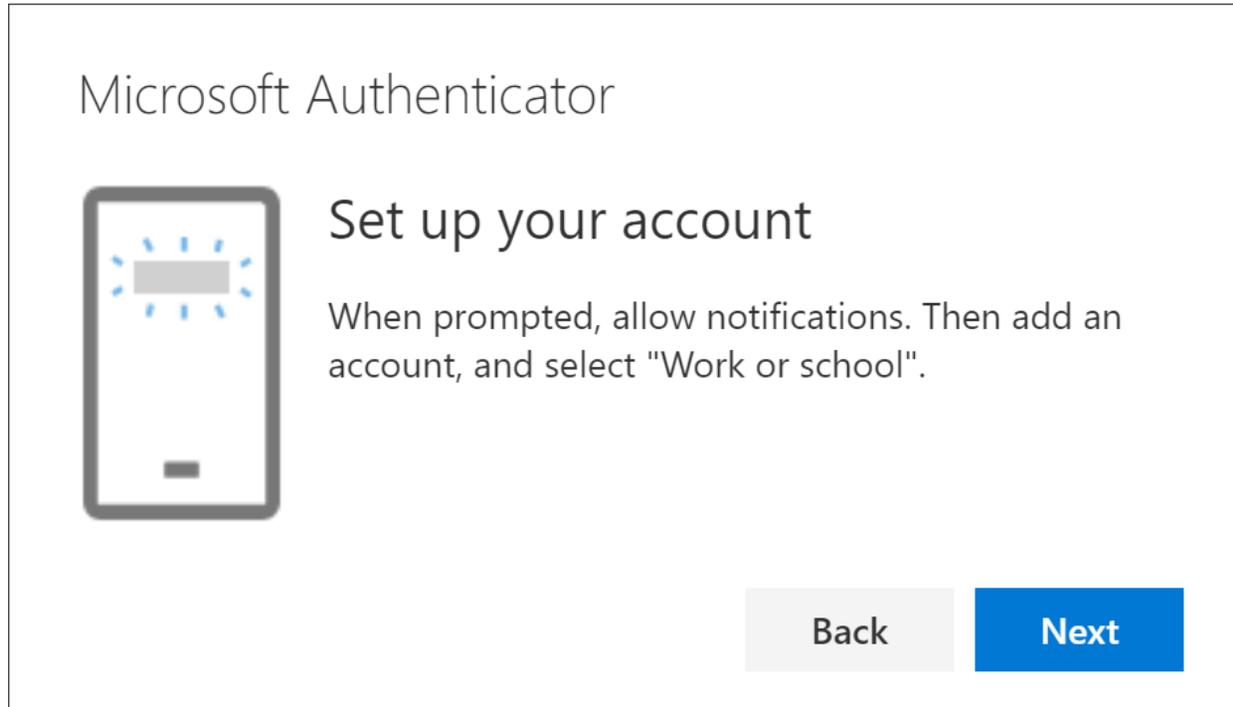
6. Open the Microsoft Authenticator app, select to allow notifications (if prompted), select **Add account** from the **Customize and control** icon on the upper-right, and then select Work or school account.

Note: The first time you set up the Microsoft Authenticator app, you might receive a prompt asking whether to allow the app to access your camera (iOS) or to allow the app to take pictures and record video (Android). You must select **Allow** so the authenticator app can access your camera to take a picture of the QR code in the next step. If you don't allow the camera, you can still set up the authenticator app, but you'll need to add the code information manually. For information about how to add the code manually, see see Manually add an account to the app.
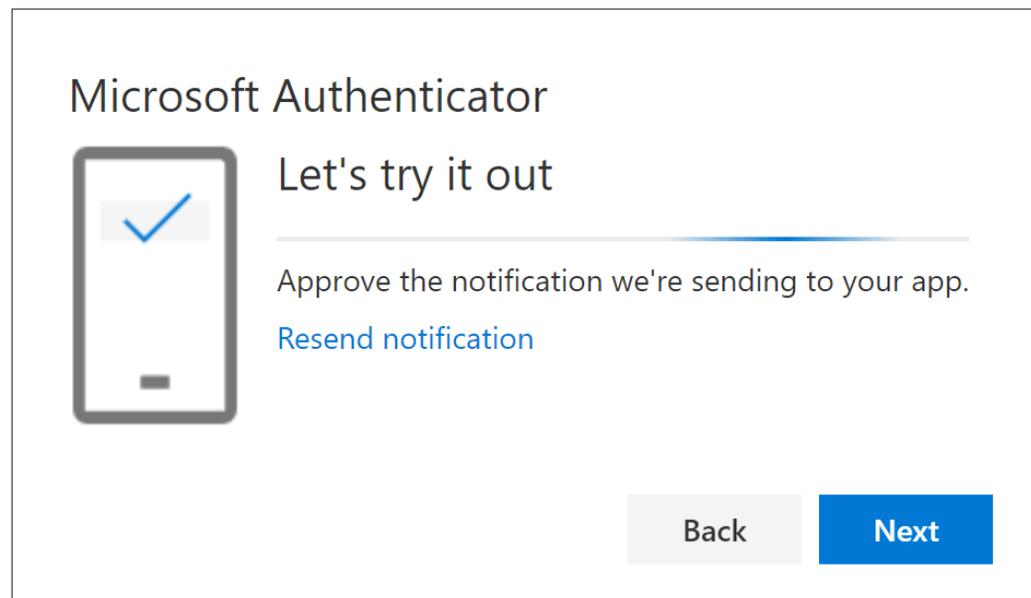
7. Return to the **Set up your account** page on your computer, and then select **Next**. The Scan the QR code page appears.

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.

Can't scan image?

Back   Next

8. Scan the provided code with the Microsoft Authenticator app QR code reader, which appeared on your mobile device after you created your work or school account in Step 6.

9. The authenticator app should successfully add your work or school account without requiring any additional information from you. However, if the QR code reader can't read the code, you can select **Can't scan the QR code** and manually enter the code and URL into the Microsoft Authenticator app. For more information about manually adding a code, see [Manually add an account to the app](#).

10. Select **Next** on the **Scan the QR code** page on your computer. A notification is sent to the Microsoft Authenticator app on your mobile device, to test your account.

Microsoft Authenticator

Let's try it out

Approve the notification we're sending to your app.

Resend notification

Back   Next

11. Approve the notification in the Microsoft Authenticator app, and then select **Next**. Your security info is updated to use the Microsoft Authenticator app by default to verify your identity when using two-step verification or password reset.
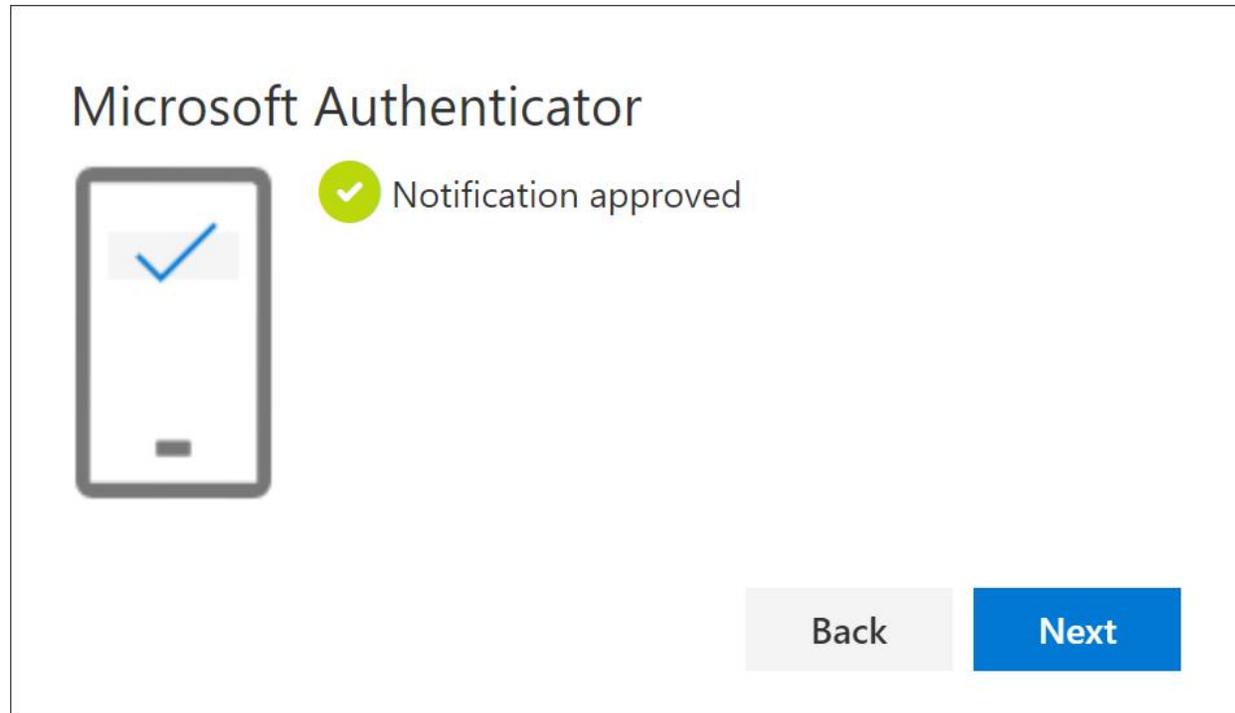
12.   Change default sign-in settings to the Authenticator app

To ensure that you are prompted to sign-in using push notifications:
1. Visit https://aka.ms/mysecurityinfo
2. Select **Default sign-in method > Change> Authenticator – notification** option.